

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – MARCH 20, 2023 AT 7:00 P.M.
CLOSED SESSION AT 6:30 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/85649514294>

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**PAGE
NUMBER**

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the March 20, 2023 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

CLOSED MEETING SESSION

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

(3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the members.
2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee

Recommendation:

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

(3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the members.

2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

1. REPORTS

- a. Presentation: Council and Building Departments
 - Darren Jones, Chief Building Official

2. REVIEW OF CLOSED SESSION MINUTES

- February 21, 2023
- March 6, 2023

3. RISE AND REPORT FROM CLOSED MEETING

Recommendation:

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

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the presentation Council and Building Departments.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the February 21, 2023 and March 6, 2023 Council Meetings.

COUNTY COUNCIL UPDATE

Steve O'Neill, Ward 4 County Councillor

RECESS TO MOVE INTO PUBLIC MEETING

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the March 20, 2023 Regular Meeting of Council at ____:____ p.m. for the purpose of holding a Public Meeting under the Planning Act:

- Marian Reynolds, Minor Variance

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the March 20, 2023 Regular Meeting of Council at ____:____.

PRESENTATIONS

1. Budget Presentation 001
 - Farhad Hossain, Director of Finance/Treasurer

DEPUTATIONS

1. Rosie Krul, Lindsay Smith, Sarah Corfield, Amy Timberlake, Caitlin Hall 138
 - Request for Rainbow Crosswalks

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- | | |
|--|-----|
| 1. Special Meeting of Council, March 6, 2023 | 151 |
| 2. Regular Meeting of Council, March 6, 2023 | 154 |
| 3. Public Meeting, March 6, 2023 | 179 |

Recommendation:

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

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- | | |
|---|-----|
| a. Arthur Chamber of Commerce, Directors Meeting, March 8, 2023 | 183 |
|---|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce Directors Meeting held on March 8, 2023.

- | | |
|--|-----|
| b. Mount Forest District Chamber of Commerce, Board Meeting, February 13, 2023 | 185 |
|--|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest District Chamber of Commerce Board Meeting held on February 13, 2023.

2. PLANNING

- | | |
|--|-----|
| a. Report DC 2023-011, 2831468 Ontario Ltd., Site Plan Agreement, 241 Industrial Drive | 190 |
|--|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2023-011 regarding the Final Approval of the 2831468 Ontario Ltd. Site Plan Agreement.

- | | |
|---|-----|
| b. Report DC 2023-011, All Treat Farms Limited, Site Plan Agreement, 7963 Wellington Road 109, Arthur | 202 |
|---|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2023-011 regarding the Final Approval of the All Treat Farms Limited Site Plan Agreement.

- c. Planning Report, prepared by Curtis Marshall, Manager of Development Planning, dated March 9, 2023, recommendation report – John Welton Custom Homebuilding Ltd., Cork St., Mount Forest, Draft Plan of Subdivision – 23T-20203, Zoning By-law Amendment – ZBA 11-20 216

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report prepared by Curtis Marshall, Manager of Development Planning, dated March 9, 2023, regarding Proposed Draft Plan of Subdivision – 23T-20203, Cork Street, Mount Forest, Recommendation Report – John Welton Custom Homebuilding Ltd.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North support the proposed Draft Plan of Subdivision and related conditions of draft plan approval for 23T-20203, Cork Street, Mount Forest (John Welton Custom Homebuilding Ltd.).

3. BUILDING

- a. Report CBO 2023-04 Building Permit Review Period Ending February 28, 2023 245

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2023-04 being the Building Permit Review for the period ending February 28, 2023.

4. ECONOMIC DEVELOPMENT

- a. Report EDO 2023-008 Business Retention & Expansion Program 247

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2023-008 being a report on the Business Retention & Expansion Program.

AND FURTHER THAT Council, supports the programs outlined below along with the recommended utilization of funding from the 2023 BR+E Implementation fund.

Mount Forest & Area Health Professional Recruitment	up to \$10,000.00
Mayors Roundtable	up to \$ 5,000.00
Lynes Blacksmith Shop Restoration Project	\$10,000.00

- b. Community Resource Centre, Community Development Fund 2022 Funding Report dated March 8, 2023 257

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Community Resource Centre, Community Development Fund 2022 Funding Report dated March 8, 2023.

5. FINANCE

- a. Vendor Cheque Register Report, March 9, 2023 259

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated March 9, 2022.

6. OPERATIONS

- a. Frank Vanderloo, P.Eng., B. M. Ross and Associates Limited, 262
correspondence dated March 15, 2023 regarding Jack's Way
Subdivision, Draft Plan 23T-18004, Preliminary Acceptance for
Stage 1 & Stage 2

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence from Frank Vanderloo, P.Eng., B. M. Ross and Associates Limited, dated March 15, 2023 regarding Jack's Way Subdivision, Draft Plan 23T-18004, Preliminary Acceptance for Stage 1 & Stage 2

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North grant 5053745 Ontario Inc., for its Jack's Way subdivision in the community of Mount Forest (Draft Plan 23T-18004), Preliminary Acceptance for Stage 1 and for Stage 2.

- b. OPS 2023-012 being a report on growth within the community of 264
Arthur

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-012 being a report on growth within the community of Arthur;

AND FURTHER THAT Council direct staff to implement a similar policy and allocation method for drinking water as the one that is currently in place for sewage allocation.

7. ADMINISTRATION

- a. Report CLK 2023-011 Winter Burials Mount Forest Cemetery 267

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2023-011 winter burials Mount Forest Cemetery;

AND FURTHER THAT Council not approve winter burials in the Mount Forest cemetery.

8. COUNCIL

- a. Mayor's Proclamation – National Volunteer Week April 16th – 22nd, 2023 270

Recommendation:

WHEREAS, 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and

WHEREAS, volunteers in the Township of Wellington North mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, volunteers in the Township of Wellington North continually step up to support families, friends, neighbors, and strangers, and for people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and

WHEREAS, the Township of Wellington North's volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our communities volunteers is that the Township of Wellington North is a more desirable place to live; and

WHEREAS, organizations in the Township of Wellington North that rely on volunteers include such fundamental organizations as the Louise Marshall Hospital, Cancer Patient Services, MF Community Pantry, Arthur FoodBank, Lynes Blacksmith Shop, MF Fireworks Festival, our Agricultural Societies, Historical Societies, Horticultural Societies, Lions Clubs, Optimist Clubs, and many more, and

NOW, THEREFORE, I, Andy Lennox, Mayor of the Township of Wellington North do hereby proclaim April 16th – 22nd 2023, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

- b. Resolution regarding a call to the Provincial government to End Homelessness in Ontario 271

Recommendation:

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;

WHEREAS the homelessness crisis is the result of the underinvestment and poor policy choices of successive provincial governments;

WHEREAS homelessness requires a range of housing, social service and health solutions from government;

WHEREAS homelessness is felt most at the level of local government and the residents that they serve;

WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,

WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.

THEREFORE BE IT RESOLVED THAT the Township of Wellington North calls on the Provincial Government to urgently:

- a. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
- b. Commit to ending homelessness in Ontario;
- c. Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.

AND FURTHER THAT a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; and to the Association of Municipalities of Ontario.

- c. Media Release, dated February 15th, 2023, regarding volunteers and newcomers celebration on Thursday, April 20th at the Arthur & Area Community Centre 272

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the media release, dated February 15th, 2023, regarding volunteers and newcomers celebration on Thursday, April 20th at the Arthur & Area Community Centre.

- d. Karren Waschinski, email dated February 25, 2023, regarding budget and pool 273

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the email from Karren Waschinski, dated February 25, 2023, regarding budget and pool.

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 20, 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

BY-LAWS

- a. By-law Number 021-31 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (John Welton Custom Homebuilding Ltd., Sunvale Homes – Cork St.) 274

Recommendation:

THAT By-law Number 021-23 be read a First, Second and Third time and enacted.

CULTURAL MOMENT

- Celebrating Helen Reynolds 281

CONFIRMING BY-LAW

282

Recommendation:

THAT By-law Number 022-23 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 20, 2023 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of March 20, 2023 be adjourned at __: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Mount Forest BIA Meeting	Tuesday, March 21, 2023	8:00 a.m.
Mount Forest Ad-Hoc Advisory Committee	Tuesday, March 21, 2023	7:00 p.m.
Regular Council Meeting	Monday, April 3, 2023	2:00 p.m.
Recreation, Parks and Leisure Committee, via video conference	Tuesday, April 4, 2023	4:00 p.m.
Regular Council Meeting	Monday, April 17, 2023	7:00 p.m.
Volunteer Celebration and Newcomer Welcome (Arthur & Area Community Centre)	Thursday, April 20, 2023	4:30 p.m. – 7:00 p.m.

March 14, 2023



WELLINGTON NORTH
SEMPER PORRO

Township of Wellington North

2023 Budget

Presented by

Farhad Hossain, MBA, MSc

Director of Finance/Treasurer



Budget presentation deck

1. Recap of last two discussions
2. Operating budget
3. Capital budget
4. Discussion

Appendix

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



2023 BUDGET – 3RD DISCUSSION

March 20, 2023



RECAP – FEB 27 AND MAR 06 DISCUSSION

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



Feb 27 Operating Budget Summary – Tax Levy

Tax Levy Impact	Option - 1	Option - 2
	Base Case	Base Case + 3 FTE
Total Tax levy	8,658,395	8,944,850
Levy increase - \$	572,708	859,163
Levy increase - %	7.08%	10.63%
Organic Growth	2.26%	2.26%
Impact on existing taxpayer	4.82%	8.37%
Typical RT house (271.6K) tax bill	1347.99	1392.58
Change in Township tax	71.08	115.68
Difference		44.6



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Feb 27 Capital Budget Summary – Capital Projects

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
Grand Total	35,874,790	7,076,660	26,009,530	2,773,600



2023 Budget Revised Direction

- Revised 2023 Base budget
 1. Business As Usual
 - Same level of service as previous year (2022) unless otherwise proposed and documented
 2. Fewer capital projects; removal of some projects
 - Fleet – two pickup truck removed
 - Arthur Wastewater Treatment Plant Phase 2
 3. Staffing investment – Two FTE - \$238,775.4
 - One FTE removed – Moving forward with 2 instead of 3
 - Use of reserves to reduce full cost impact in 2023



2023 Budget Guidelines

- Tax levy options for Mount Forest Pool
 - Revised option 3 with longer term ($\$2.5 + \$2.8 = \$5.3$ million)
 - Impact of \$2.8 million taxpayer contribution over 8 years
- 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%



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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%
	172,756	177,886	189,833	11,947	6.7%



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Removed projects from 2023 capital ask

- Fleet – two pickup truck removed - \$100 thousand
- Arthur Wastewater Treatment Plant Phase 2 - \$12.45 million

Service area	Department	Project Name	Estimated Total Cost including taxes
Environmental Services	Water Wastewater	Arthur Wastewater Treatment Plant – Phase 2 Upg	12,450,000
Transportation Services	Operations	Development Vehicle	40,000
Transportation Services	Roads	Equipment - Pick-up (60)	60,000
			12,550,000



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New Staffing – 2 FTE - \$238,775.4 - 65% Funded using Reserves

	Reserves Impact	2023 Tax Levy Impact	Total Cost
2 FTE	155,204.0	83,571.4	238,775.4

Option	Reserves		Tax Levy		Total	Overall Increase %	TRUE %	Growth %
	Funding - %	Funding - \$	Funding - %	Funding - \$				
a	0%	-	100%	238,775	238,775	9.05	6.79	2.26
b	50%	119,388	50%	119,388	238,775	7.57	5.31	2.26
c	65%	155,204	35%	83,571	238,775	7.13	4.87	2.26
d	75%	179,082	25%	59,694	238,775	6.83	4.57	2.26
e	100%	238,775	0%	-	238,775	6.09	3.83	2.26



Mount Forest Outdoor Pool and Aquatic Centre

- Stage 1 recommendation:
 - GO - move forward now with option 3

Funding Options	Option -1	Option -2	Option -3
Fundraising target (Trigger point)	250,000	1,000,000	2,500,000
Taxpayer contribution	5,050,000	4,300,000	2,800,000
Total cost of the pool	5,300,000	5,300,000	5,300,000
Taxpayer contribution - 1 Year Plan	5,050,000	4,300,000	2,800,000
Taxpayer contribution - 2 Year Plan	2,525,000	2,150,000	1,400,000
Taxpayer contribution - 3 Year Plan	1,683,333	1,433,333	933,333
Taxpayer contribution - 4 Year Plan	1,262,500	1,075,000	700,000
Taxpayer contribution - 8 Year Plan	631,250	537,500	350,000



Mount Forest Outdoor Pool and Aquatic Centre

- Stage 2 recommendation:
 - Option 3 over 8 years: Special tax levy for pool collected over 8 years

Funding Options - 8 Year Plan	Option -1	Option -2	Option -3
Taxpayer contribution	631,250	537,500	350,000
Household in the Township	4,795	4,795	4,795
MF Pool special levy per household	132	112	73
Typical total tax bill per household	3400	3400	3400
Taxpayer contribution - % of total tax	3.87%	3.30%	2.15%

Mount Forest Pool Special Levy Context

2023 Proposed Tax Levy	8,661,967
1% of tax levy	86,620
MF Pool special levy - 8 Year Plan	350,000
Pool special levy as % of total levy	4.04%



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2023 OPERATING BUDGET

Operating Budget Summary Analysis by Segment

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
General Government					
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	1,377,798	31.7%	331,633
Property	1,241	4,491	-7,786	-273.4%	-12,277
Subtotal - General Government	-530,190	-477,134	-298,736	-37.4%	178,399



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Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
Protection Services					
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
Subtotal - Protection Services	1,212,397	1,266,519	1,323,645	4.5%	57,126



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Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
Transportation Services					
Roads	4,242,750	4,606,832	4,838,608	5.0%	231,777
Streetlights					
Rural Water	7,800	7,908	7,400	-6.4%	-508
Subtotal - Transportation Services	4,250,550	4,614,740	4,846,008	5.0%	231,269



Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
Health Services					
Hospital	0	0	0	0.0%	0
Cemetery	100,118	99,880	105,524	5.6%	5,643
Subtotal - Health Services	100,118	99,880	105,524	5.6%	5,643
Recreation and Cultural Services					
Parks & Recreation	2,425,886	2,224,884	2,340,148	5.2%	115,264
Subtotal - Recreation and Cultural Services	2,425,886	2,224,884	2,340,148	5.2%	115,264



Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
Planning and Development					
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
Subtotal - Planning and Development	360,371	356,798	345,378	-3.2%	-11,421



2023 Operating Budget Summary Analysis by Segment

Service Area	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
General Government	-530,190	-477,134	-298,736	-37.39%	178,399
Protection Services	1,212,397	1,266,519	1,323,645	4.51%	57,126
Transportation Services	4,250,550	4,614,740	4,846,008	5.01%	231,269
Health Services	100,118	99,880	105,524	5.65%	5,643
Recreation and Cultural Services	2,425,886	2,224,884	2,340,148	5.18%	115,264
Planning and Development	360,371	356,798	345,378	-3.20%	-11,421
Environmental Services	-	-	-	0.00%	-
Total Levy Requirement	7,819,132	8,085,687	8,661,967	7.13%	576,280



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	2,081,943	3.0%	59,778
To Reserves	629,406	619,336	686,717	10.9%	67,381
To Reserve Funds	5,000	5,000	5,000	0.0%	-
New transfers	2,586,386	2,646,501	2,773,660	4.8%	127,159
Use of tax stabilization reserve	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
Admin		42,500	98,233	131.1%	55,733
Recreation	-	-	99,471	#DIV/0!	99,471
Total revenue recognition	-	42,500	197,704	365.2%	155,204

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



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Reserves / Reserve Funds – Net Transfers (Preliminary)

Net Reserve & Reserve Fund Transfers

2022			
	<i>From</i>	<i>To</i>	<i>Net</i>
Council	0	120,700	120,700
Admin	42,500	52,000	9,500
Property	0	16,000	16,000
Fire	0	210,600	210,600
CBO	0	35,554	35,554
Roads	0	79,482	79,482
Streetlights	0	5,000	5,000
Rec	0	100,000	100,000
Planning	0	0	0
Cemetery	0	5,000	5,000
WNP Holding	0	0	0
Taxation Total	42,500	624,336	581,836
Sewer	685,447	508,538	(176,909)
Water	0	189,721	189,721
User Fee Total	685,447	698,259	12,812
Grand Total	727,947	1,322,595	594,648

2023 v2				
	<i>From</i>	<i>To</i>	<i>Net</i>	2022 vs 2023
Council		120,700	120,700	0
Admin	98,233	52,000	(46,233)	(55,733)
Property		16,000	16,000	0
Fire		210,600	210,600	0
CBO		102,935	102,935	67,381
Roads		79,482	79,482	0
Streetlights		5,000	5,000	0
Rec	99,471	100,000	529	(99,471)
Planning		0	0	0
Cemetery		5,000	5,000	0
WNP Holding		0	0	0
Taxation Total	197,704	691,717	494,013	(87,823)
Sewer	685,447	427,204	(258,243)	(81,334)
Water	0	407,488	407,488	217,767
User Fee Total	685,447	834,692	149,245	136,433
Grand Total	883,151	1,526,409	643,258	48,610

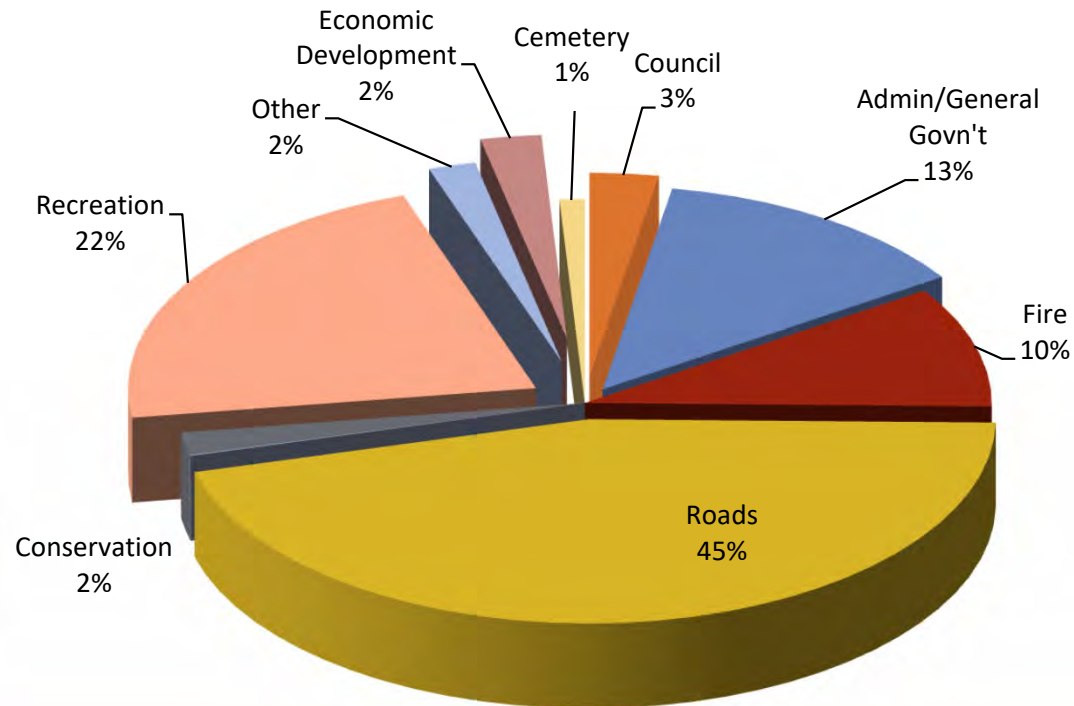


\$155,204 less contribution excluding CBO

Draft 2023 Tax Implication – Revised Base Case – Option 1

	<u>2021</u>	<u>2022</u>	<u>2023 (Draft)</u>	<u>YoY Increase (%)</u>
Operating Budget	5,232,746	5,481,686	6,086,011	11.02%
Policy Mandated Transfer to Reserve funds	141,200	115,700	115,700	0.00%
Net Transfers	493,206	466,136	378,313	-18.84%
Contributions to Capital	1,951,980	2,022,165	2,081,943	2.96%
Total Budgeted Tax Levy	7,819,132	8,085,687	8,661,967	7.13%
			Organic Growth	2.26%
			Impact to Existing Taxpayer	4.87%

2023 Where Budget Dollars Go



Draft 2023 Tax Implication – Option 1

<u>COMPARISON OF TAXES</u>	<u>2023</u>	<u>2022</u>
Residential Assessment	\$ 271,636.00	\$ 269,673.00
Tax Rate	0.00496452	0.00473502
Taxes	\$1,348.54	\$1,276.91
Increase over 2022		\$71.64

- Total tax levy \$71.64 per household
- Change 7.13%
- Existing taxpayer = $7.13 - 2.26\% = 4.87\%$



Draft 2023 Tax Implication – Option 2 = Pool + Option 1

<u>COMPARISON OF TAXES</u>	<u>2023</u>	<u>2022</u>
Residential Assessment	\$ 271,636.00	\$ 269,673.00
Tax Rate	0.00496452	0.00473502
Taxes	\$1,348.54	\$1,276.91
Increase over 2022		\$71.64

2023 Proposed Tax Levy	8,661,967
1% of tax levy	86,620
MF Pool special levy - 8 Year Plan	350,000
Pool special levy as % of total levy	4.04%
MF Pool special levy per household	73



- Total tax levy $\$71.64 + \$73 = \$144.64$ per household
- Change $7.13\% + 4.04\% = 11.17\%$
- Existing taxpayer = $11.17\% - 2.26\% = 8.91\%$

Draft 2023 Tax Implication – Options Summary

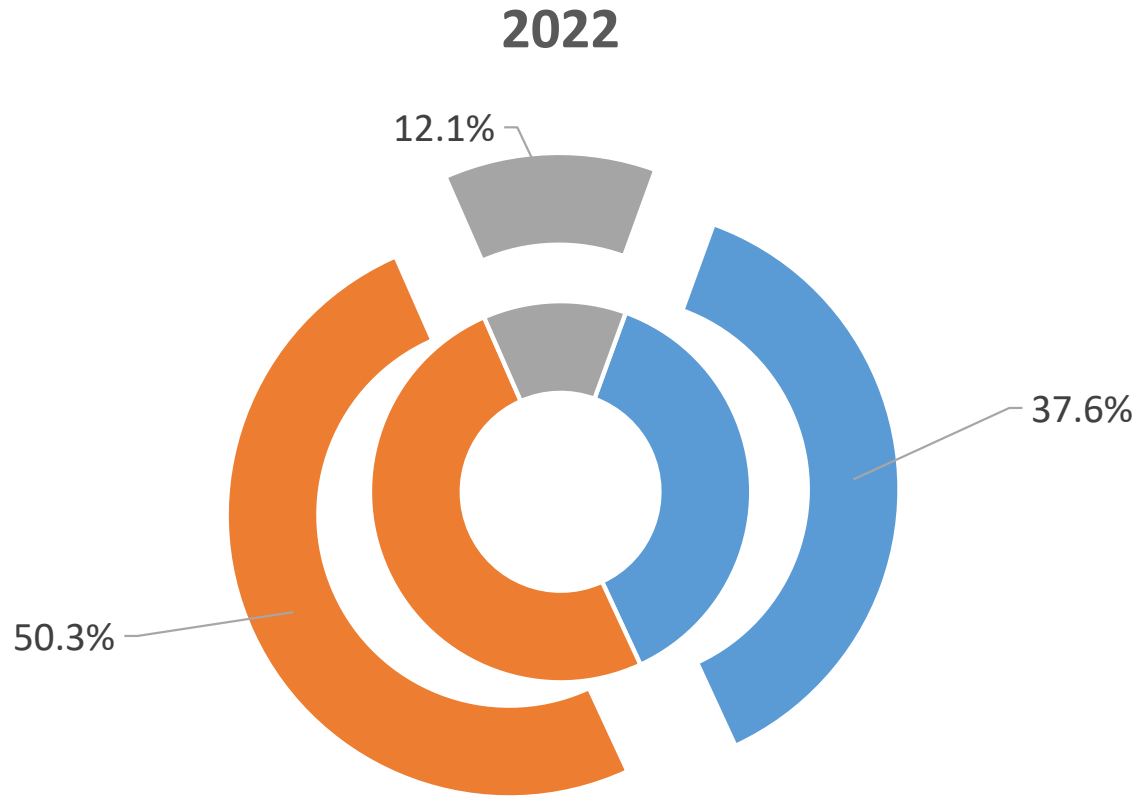
Tax Levy Impact	Option - 1	Option - 2	Revised Option - 1	Revised Option - 2
	Base Case	Base Case + 3 FTE	Base Case + 2FTE	Pool + Rev Opt 1
Total Tax levy	8,658,395	8,944,850	8,661,967	8,661,967
Levy increase - \$	572,708	859,163	576,280	576,280
Levy increase - %	7.08%	10.63%	7.13%	7.13%
Organic Growth	2.26%	2.26%	2.26%	2.26%
Impact on existing taxpayer	4.82%	8.37%	4.87%	4.87%
Typical RT house (271.6K) tax bill	1347.99	1392.58	1348.54	1348.54
Change in Township tax	71.08	115.68	71.64	71.64
Special Levy for MF Pool				73
Total Township levy increase				144.64



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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

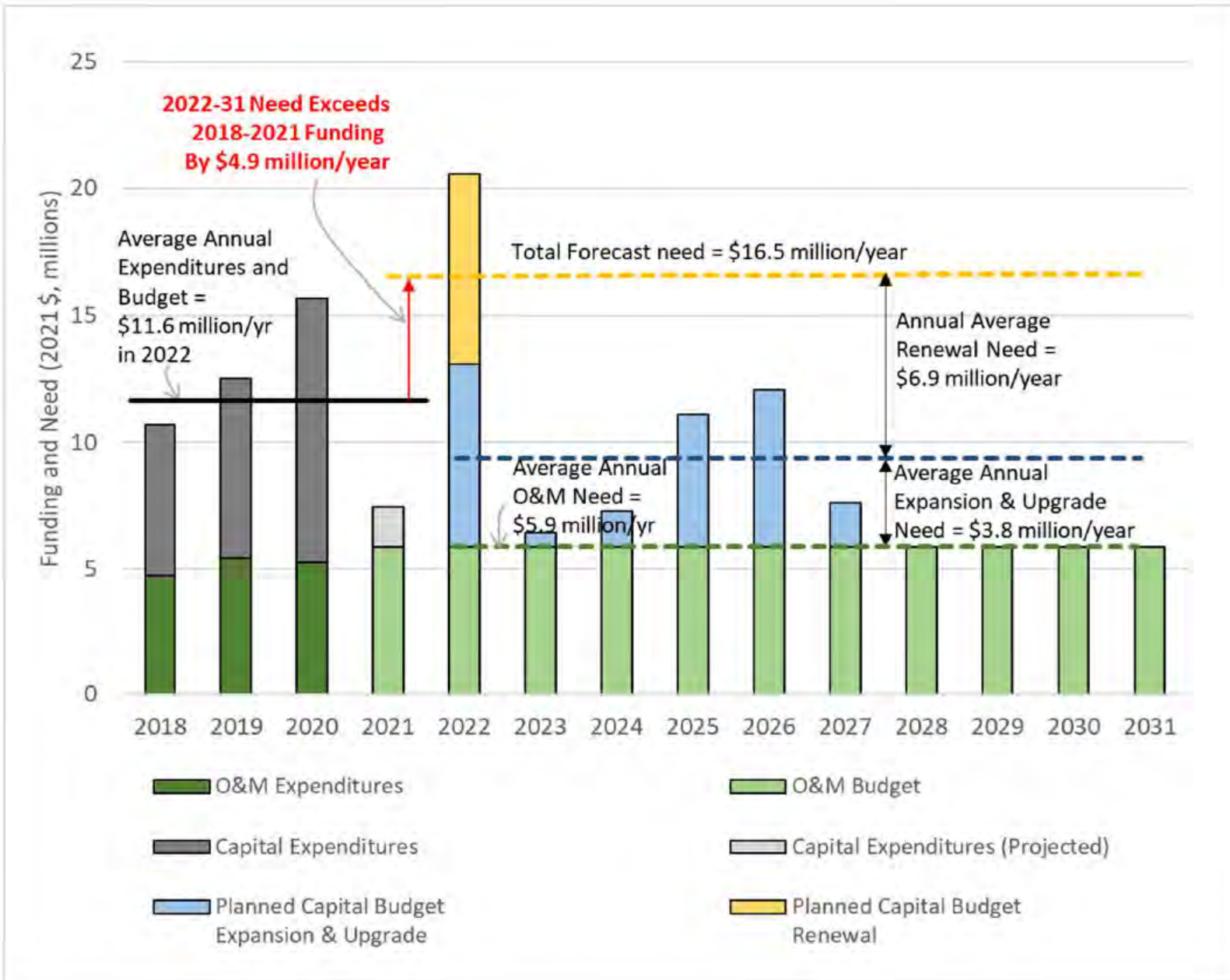
Indicator	Ranges	2017	2018	2019	2020	2021	Level of Risk
Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	8.2%	8.4%	6.5%	8.0%	1.7%	MODERATE
		2.7%	2.5%	2.6%	2.3%	2.2%	MODERATE
		3.3%	3.1%	3.1%	3.2%	3.0%	MODERATE
							LOW
Closing Amortization Balance 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
							MODERATE



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Infrastructure Gap – Asset Management Plan



Capital Program – 10 Year Capital Forecast

Renewal and Maintenance Projects	Total
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
Subtotal	\$ 117,205,994
Major Capital Projects	
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
Subtotal - Major Capital Projects	\$ 77,536,388
Total Capital Project Cost	\$ 194,742,382



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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	
Total funding available - estimate	\$ 92,500,000
Funding Surplus (deficit)	-102,242,381.82



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Draft 2023 Capital Program – Revised List

Service Area	Total Cost	Carry Forward Projects	2023 Asks	2023 Total	Future Asks
Environmental Services	15,752,337	2,264,337	1,038,000	3,302,337	12,450,000
General Government	614,603		414,603	414,603	200,000
Health Services	49,849		49,849	49,849	
Protection Service	504,500		504,500	504,500	
Recreation and Cultural Services	6,483,000	561,000	1,495,000	2,056,000	4,427,000
Transportation Services	12,588,323	4,852,323	5,062,400	9,914,723	2,673,600
Grand Total	35,992,612	7,677,660	8,564,352	16,242,012	19,750,600



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Draft 2023 Capital Program – Recreation Services

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Arthur and Area Community Centre - Roof Replacement	1,000,000		1,000,000	
Ball Diamond Groomer	10,000		10,000	
Lawn Mower for Mount Forest	60,000		60,000	
Mount Forest Outdoor Pool and Aquatic Centre	5,278,000	501,000	350,000	4,427,000
Trail Master Plan Development	60,000	60,000	0	
MF Sports Complex Improvements/Office Space	75,000		75,000	
Grand Total	6,483,000	561,000	1,495,000	4,427,000



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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		
Grand Total	15,752,337	2,264,337	1,038,000	12,450,000



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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	37,822		37,822	
Record Management Software	50,000		50,000	
Strategic Planning	25,000		25,000	
Grand Total	614,603		414,603	200,000



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	
Grand Total	504,500		504,500	



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		
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
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		
John Street - Queen to Waterloo Street	1,517,000			1,517,000
Main St N - Traffic Signals (Sobey's)	525,000		525,000	
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	



Draft 2023 Capital Program – Transportation Service

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
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 Concession 9	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		
Roads Condition Assessment	40,000	40,000	0	
Domville Street - Conestoga to Preston/Andrew Street	2,300,000	2,300,000	0	
Cork Street - Princess to Waterloo Street	862,000		862,000	
Grand Total	12,588,323	4,852,323	5,062,400	2,673,600



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	
Grand Total	49,849		49,849	



Draft Capital Program Trend

Project Costs				
Dept/Year	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023 v3</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	9,914,723
Water/Wastewater	9,851,048	5,873,144	3,670,608	3,302,337
Parks & Recreation	1,438,647	1,456,845	1,325,570	2,056,000
Fire	99,200	258,700	138,000	504,500
Admin & Property	254,125	10,000	165,750	414,603
Cemetery	-	-	-	49,849
Total	18,917,988	15,116,742	15,149,892	16,242,012



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Draft Capital Program Trend – Funding

Funding Model Source/Year	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023 v3</u>
Revenue (levy, fees, etc)	3,716,047	3,512,480	4,874,271	3,379,105
Grants	2,039,830	3,272,983	1,343,688	400,000
Dev't Charges & Reserves	1,818,845	2,390,781	347,150	2,334,118
Developer Contributions	344,655	334,905	21,500	141,500
External Debt	-	-	-	-
Gas Tax	566,000	200,000	655,000	895,065
Sustained OCIF	1,030,120	909,000	900,000	3,067,946
Prior Year Carry Fwd	9,436,366	4,496,593	6,363,384	7,677,660
Unfunded Amounts	- 33,875	-	644,899	
	18,917,988	15,116,742	15,149,892	17,895,394



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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
Grand Total	-20,010,119.09	-606,737.51	-20,616,856.60



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Reserves / Reserve Funds – 2023 Year-end Forecast

Reserves and Reserve Funds Usage in 2023	
Name of Fund	Amount
Opening Balance	-20,616,857
Capital Project Allocation	
Reserves xx-4961	3,950,429
Reserve Funds xx-4963	2,435,080
Tax Rate Stability Allocation	
Working capital reserve	155,204
In-year Addition	
2023 Contribution	-494,013
2023 Development Charge Collection Estimate	-500,000
2023 Year-end forecast*	-15,070,156
*Excludes interest income	



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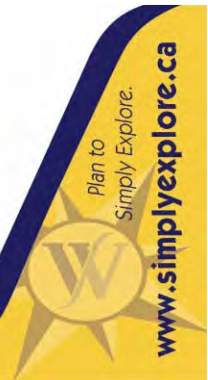
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Council Direction Required

- Direction re: Revised option 1 or Revised option 2
- Items required for addition or omission from the current 2023 capital program asks
- Comfort level with utilization of reserves / reserve funds to reduce contributions to capital program from levy
- Others?



Discussion



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

Inflationary Pressure	5%														
Renewal and Maintenance Projects	Traditionally	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Average	Total	
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	
Subtotal	\$ 8,250,000	\$ 8,250,000	\$ 8,662,500	\$ 9,095,625	\$ 9,550,406	\$ 10,027,927	\$ 10,529,323	\$ 11,055,789	\$ 11,608,578	\$ 12,189,007	\$ 12,798,458	\$ 13,438,381	\$ 10,655,090	\$ 117,205,994	
Major Capital Projects															
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	
Subtotal - Major Capital Projects	\$ 64,800,000	\$ -	\$ 13,125,000	\$ 15,986,250	\$ 14,470,313	\$ 6,442,183	\$ 9,572,112	\$ -	\$ 10,553,253	\$ 7,387,277	\$ -	\$ -	\$ -	\$ 77,536,388	
Total Capital Project Cost		\$ 8,250,000	\$ 21,787,500	\$ 25,081,875	\$ 24,020,719	\$ 16,470,110	\$ 20,101,435	\$ 11,055,789	\$ 22,161,832	\$ 19,576,285	\$ 12,798,458	\$ 13,438,381	\$ 17,703,853	\$ 194,742,382	
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			

Funding Options	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Average	Total	
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														
Total funding available - estimate		9,800,000.00	9,800,000.00	8,100,000.00	8,100,000.00	8,100,000.00	8,100,000.00	8,100,000.00	8,100,000.00	8,100,000.00	8,100,000.00	8,409,090.91	\$ 92,500,000	
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	-9,294,761.98	-102,242,381.82
Cumulative surplus (deficit)		1,550,000.00	-10,437,500.00	-27,419,375.00	-43,340,093.75	-51,710,203.44	-63,711,638.05	-66,667,427.08	-80,729,258.74	-92,205,543.37	-96,904,001.15	-102,242,381.82		

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

**Township of Wellington North
2023 Capital Project Funding Allocation
Mar-23**

								Funding Sources									
Service area	Department	Project Name	Growth Related?	Estimated Total Cost including taxes	Carry Forward from 2022 2-00-XX-000-3500	Ask for 2023	Future Ask	Tax levy xx-4965	User fees xx-4965	Provincial Grants xx-4650	Federal Grants xx-4500	Reserve xx-4961	Reserve Funds xx-4963	Developer Contributions xx-4966	Debt	Total Funding	Unfunded
				35,992,612													
1	Environmental Services	Water Wastewater	Arthur Wastewater Treatment Plant – Phase 2 Upgrade	Y	12,450,000		12,450,000									-	12,450,000
2	Environmental Services	Water Wastewater	Mount Forest - Water Tower	N	1,700,600	1,700,600				375,796	451,000	873,804				1,700,600	-
3	Environmental Services	Water Wastewater	Arthur Supply Environmental and Other Assessments	Y	375,000	175,000	200,000		200,000				175,000			375,000	-
4	Environmental Services	Water Wastewater	Arthur - Water Supply and Tower Land	Y	300,000		300,000		78,000				222,000			300,000	-
5	Environmental Services	Water Wastewater	Wells St. Extension (Domville to Future St. A) - Water	Y	299,000	299,000							299,000			299,000	-
6	Environmental Services	Water Wastewater	OCWA Projects (Arthur & Mount Forest)	N	273,000		273,000		273,000							273,000	-
7	Environmental Services	Water Wastewater	Watermain Valve and Fire Hydrant Replacement	N	150,000		150,000		150,000							150,000	-
8	Environmental Services	Water Wastewater	Water System Physical Security	N	100,000		100,000		100,000							100,000	-
9	Environmental Services	Water Wastewater	Wells St. Extension (Domville to Future St. A) - Sewer	Y	74,220	74,220							74,220			74,220	-
10	Environmental Services	Water Wastewater	South Water Street - SPS	Y	15,517	15,517							15,517			15,517	-
11	Environmental Services	Water Wastewater	Water Valve Repair Tool	N	15,000		15,000		15,000							15,000	-
12	General Government	Admin	Growth Management Strategy Update	Y	50,000		50,000					50,000				50,000	-
13	General Government	Admin	Strategic Planning	Y	25,000		25,000						25,000			25,000	-
14	General Government	Admin	Community Satisfaction Survey	Y	15,000		15,000					15,000				15,000	-
15	General Government	Clerk	Record Management Software	N	50,000		50,000					50,000				50,000	-
16	General Government	Finance	Asset Management System	Y	174,781		174,781					174,781				174,781	-
17	General Government	Finance	IT Network Design	N	50,000		50,000	50,000								50,000	-
18	General Government	Finance	Multi-year Budget Software	Y	37,822		37,822	37,822								37,822	-
19	General Government	Property	Kenilworth Office Parking Lot	N	200,000		200,000									-	200,000
20	General Government	Property	Keyless Entry Control	N	12,000		12,000					12,000				12,000	-
21	Health Services	Cemetery	Columbarium Mount Forest Cemetery	Y	49,849		49,849					49,849				49,849	-
22	Protection Service	Fire	SCBA Replacement	N	400,000		400,000					400,000				400,000	-
23	Protection Service	Fire	New Mount Forest Fire Station - Design only	Y	50,000		50,000	50,000								50,000	-
24	Protection Service	Fire	WN Fire Service Review	Y	30,000		30,000					30,000				30,000	-
25	Protection Service	Fire	Arthur Station HVAC Replacement	N	14,500		14,500					14,500				14,500	-
26	Protection Service	Fire	Truck Lighting System - Car 3	N	10,000		10,000	10,000								10,000	-
27	Recreation and Cultural Services	Operations	MF Sports Complex Improvements/Office Space	N	75,000		75,000					75,000				75,000	-
28	Recreation and Cultural Services	Recreation Services	Mount Forest Outdoor Pool and Aquatic Centre	Y	5,278,000	501,000	350,000	4,427,000	350,000			501,000				851,000	4,427,000
29	Recreation and Cultural Services	Recreation Services	Arthur and Area Community Centre - Roof Replacement	N	1,000,000		1,000,000	761,721		238,279						1,000,000	-
30	Recreation and Cultural Services	Recreation Services	Lawn Mower for Mount Forest	N	60,000		60,000	60,000								60,000	-
31	Recreation and Cultural Services	Recreation Services	Trail Master Plan Development	Y	60,000	60,000						60,000				60,000	-
32	Recreation and Cultural Services	Recreation Services	Ball Diamond Groomer	N	10,000		10,000	10,000								10,000	-
33	Transportation Services	Operations	Roads needs study/TMP	Y	75,000		75,000						75,000			75,000	-
34	Transportation Services	Operations	Development Vehicle	Y	40,000		40,000	-	-							-	40,000
35	Transportation Services	Roads	Domville Street - Conestoga to Preston/Andrew Street	N	2,300,000	2,300,000				939,091		563,512	797,397			2,300,000	-
36	Transportation Services	Roads	John Street - Queen to Waterloo Street	N	1,517,000		1,517,000									-	1,517,000
37	Transportation Services	Roads	Structure 9 – Sideroad 3E - Bridge	N	1,230,000	1,230,000					895,065		334,935			1,230,000	-
38	Transportation Services	Roads	Smith Street in Arthur (Connecting Link)	N	1,174,000		1,056,600	117,400		Connecting Link						117,400	1,056,600
39	Transportation Services	Roads	Cork Street - Princess to Waterloo Street	Y	862,000		862,000		312,829	507,000			42,171			862,000	-
40	Transportation Services	Roads	Rural Resurfacing - Line 12 - County Road 14 to 16	N	550,000		550,000			550,000						550,000	-
41	Transportation Services	Roads	Main St N - Traffic Signals (Sobey's)	Y	525,000		525,000			405,000				120,000		525,000	-
42	Transportation Services	Roads	Wells St. Extension (Domville to Future St. A) - Roads	Y	522,000	522,000						407,160	114,840			522,000	-
43	Transportation Services	Roads	Arthur OPC - Land	Y	500,000		500,000					500,000				500,000	-
44	Transportation Services	Roads	Structure 40 - Line 6	N	360,000	360,000					180,000		180,000			360,000	-
45	Transportation Services	Roads	Equipment - Plow (360)	N	360,000		360,000	360,000								360,000	-
46	Transportation Services	Roads	Preston Street North	Y	350,000		350,000		15,000	335,000						350,000	-
47	Transportation Services	Roads	Rural Resurfacing - Sideroad 7E - Highway 6 to Concession 2	N	300,000		300,000			300,000						300,000	-
48	Transportation Services	Roads	Urban Paving	N	300,000		300,000			300,000						300,000	-
49	Transportation Services	Roads	Equipment - Back-hoe (275)	N	275,000		275,000	275,000								275,000	-
50	Transportation Services	Roads	Culvert Replacement - Sideroad 9 W	N	220,000		220,000				220,000					220,000	-

Township of Wellington North
 2023 Capital Project Funding Allocation
 Mar-23

				35,992,612	Funding Sources												
Service area	Department	Project Name	Growth Related?	Estimated Total Cost including taxes	Carry Forward from 2022 2-00-XX-000-3500	Ask for 2023	Future Ask	Tax levy xx-4965	User fees xx-4965	Provincial Grants xx-4650	Federal Grants xx-4500	Reserve xx-4961	Reserve Funds xx-4963	Developer Contributions xx-4966	Debt	Total Funding	Unfunded
51	Transportation Services	Roads	Structure 2040 - SR13	N	220,000	220,000					165,000		55,000			220,000	-
52	Transportation Services	Roads	Sidewalk New - Wellington E, Foster St	N	128,000		128,000			128,000						128,000	-
53	Transportation Services	Roads	Rural Resurfacing - Sideroad 5W - Landfill Entrance to Concession	N	120,000		120,000				120,000					120,000	-
54	Transportation Services	Roads	Design Projects - Adelaide	N	100,000		100,000		66,667	33,333						100,000	-
55	Transportation Services	Roads	Design Projects - Fergus St N	N	100,000		100,000		66,667	33,333						100,000	-
56	Transportation Services	Roads	Rural Road Rebuild - Sideroad 13 - County Rd 109 to Line 2	N	60,000		60,000			60,000						60,000	-
57	Transportation Services	Roads	Rural Road Rebuild - Sideroad 9W - Concession 7 to 9	N	60,000		60,000			60,000						60,000	-
58	Transportation Services	Roads	Sidewalk Replacement - Queen W, Conestoga N, Edward	N	60,000		60,000			60,000						60,000	-
59	Transportation Services	Roads	Equipment - Pick-up (60)	N	60,000		60,000	-								-	60,000
60	Transportation Services	Roads	Preston St. N (Between Smith and Domville)	Y	46,500	46,500							25000	21500		46,500	-
61	Transportation Services	Roads	Roads Condition Assessment	N	40,000	40,000	-					40,000				40,000	-
62	Transportation Services	Roads	Develop Master Stormwater Management Plan	Y	30,000	30,000						30,000				30,000	-
63	Transportation Services	Roads	Radio unit Replacements	N	25,000	25,000						25,000				25,000	-
64	Transportation Services	Roads	Develop Sidewalk Master Plan	Y	20,500	20,500						20,500				20,500	-
65	Transportation Services	Roads	Fergus St. N (Between Wellington and Birmingham)	N	18,000	18,000						18,000				18,000	-
66	Transportation Services	Roads	Fergus St. N (Between Durham and Birmingham)	N	18,000	18,000						18,000				18,000	-
67	Transportation Services	Roads	Clarke St. (Between Smith and Domville)	N	12,073	12,073						12,073				12,073	-
68	Transportation Services	Roads	Mount Forest Drive/Sobey's (Engineering Only)	Y	10,250	10,250						10,250				10,250	-
				35,992,612	7,677,660	8,564,352	19,750,600	2,081,943	1,277,162	4,324,833	2,031,065	3,950,429	2,435,080	141,500	-	16,242,012	19,750,600

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

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
Grand Total	-20,010,119.09	-606,737.51	-20,616,856.60

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

Name of Reserve and Reserve Funds	Beginning Balance	Change	Ending Balance
Development Charges			
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
Development Charges Total	-2,826,745.08	-1,592,978.40	-4,419,723.48
Other Obligatory Reserve Funds			
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
Other Obligatory Reserve Funds Total	-1,470,456.81	216,267.72	-1,254,189.09
Taxation Reserve Funds			
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
Taxation Reserve Funds Total	-6,431,682.09	855,350.30	-5,576,331.79

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
Taxation Reserves Total	-2,047,566.08	388,044.80	-1,659,521.28
User Fee Reserve Funds			
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
User Fee Reserve Funds Total	-7,233,669.04	-473,421.93	-7,707,090.97
Grand Total	-20,010,119.10	-606,737.51	-20,616,856.61



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	
Total				
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			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
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: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Arthur Water Supply and Tower Land			
Asset Name:	Land for Drinking Water Operations	Import ID:		
Project Description	Project will purchase land for a new Arthur water supply and water tower – three acres.			
Project Justification	<p>Arthur needs more water supply.</p> <p>Arthur needs a higher tower to provide better pressure to the community.</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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material Land Purchase	\$300,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$300,000			
Funding				

Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2024				
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: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Arthur Water Supply Environmental Assessment			
Asset Name:	Land for Drinking Water Operations	Import ID:		
Project Description	Project will complete an EA (environmental assessment) for water supply and tower in Arthur.			
Project Justification	<p>Arthur needs more water supply.</p> <p>Arthur needs a higher tower to provide better pressure to the community.</p> <p>Carryforward on other assessment is \$175,000 and new ask is \$200,000. Total Cost is \$375,000</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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material Land Purchase	\$200,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$200,000			

Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2024				
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: _____				



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CAPITAL PROJECT SHEET				
Department:	Environmental Services			
Project Name:	OCW Projects (Arthur & Mount Forest)			
Asset Name:	Wastewater Treatment	Import ID:	NA	
Project Description	Project will replace the following: <ol style="list-style-type: none"> 1. Arthur WWTP Grit Channel Clean-out (\$18,000) 2. Arthur WWTP Contingency (\$35,000) 3. Mount Forest WWTP Contingency (\$35,000) 4. Arthur WWTP Holding Pond Evaluation (\$25,000) 5. Mount Forest Aeration Work (\$40,000) 6. North Water SPS – Ground Water Infiltration (\$25,000) 7. Perth SPS (Control Panel) (\$30,000) 			
Project Justification	Capital projects recommended by OCWA = \$273,000.			
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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$273,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				



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Contingency				
Total Fees	\$273,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other: Salvage				
Total Funding				
Net Operating Cost				
Estimated Completion Date: 31-Dec-23				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 2022-11-21 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Watermain Valve and Fire Hydrant Replacement			
Asset Name:	Watermain Valves and Fire Hydrants	Import ID:		
Project Description	Replacement of deficient watermain valves and fire hydrants			
Project Justification	Watermain valves and fire hydrants are important components of a water system for water quality and fire protection			
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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$150,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$150,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				

User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __C. Schmidt_____ Department Head: M. Aston				
Date Prepared: __December 1, 2022_____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Water System Physical Security			
Asset Name:	Property Fencing	Import ID:		
Project Description	Project will install facility locks and fencing to improve security.			
Project Justification	<p>Well 7 & 8 in Arthur experienced intrusions in the fall 2022.</p> <p>Project will define and secure properties used for drinking water supply and is required given recent occurrences.</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	
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Land Purchase	\$100,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$100,000			
Funding				
Reserves				

Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __ M. Aston _____ Department Head: M. Aston				
Date Prepared: __ Nov. 25/22 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Water Valve Repair Tool			
Asset Name:	Tool	Import ID:		
Project Description	Purchase will provide for a tool that will make water repairs, above ground, more possible.			
Project Justification	Above ground water repairs are less costly and easier to complete.			
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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Land Purchase	\$15,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$15,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				

Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
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:_____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Building Department			
Project Name:	Kenilworth Office Parking Lot			
Asset Name:	Facility Upgrade	Import ID:		
Project Description	Project will resurface Town Hall office parking lot.			
Project Justification	Project will resurface the parking lot in Kenilworth.			
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		Surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$200,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$200,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				

Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston__ Department Head: __ M. Aston__				
Date Prepared: _____ 2022-11-25 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Administration			
Project Name:	Columbarium Mount Forest Cemetery			
Asset Name:	Columbarium	Import ID:		
Project Description	Columbarium and cement work			
Project Justification	The municipality owns 4 columbariums, each with 48 niches. Three are full and the fourth is expected to be full by end of 2023. It takes several months to receive a columbarium once it has been ordered.			
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			
Total	6			
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$42,849.00.			
Sub-Contractor/Equipment Rental	\$7,000.00			
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$49,849			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				

Funding Application				
Donation				
User Fees	X			
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: 2023				
Projected New Operating Costs per year: negligible				
Previous Operating Costs:				
Submitted By: <u>Karren Wallace</u> Department Head:				
Date Prepared: <u>December 6, 2023</u> Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Fire			
Project Name:	SCBA Replacement			
Asset Name:	Self Contained Breathing Apparatus and Fill Station/Compressor	Import ID:		
Project Description	Replacement of our breathing apparatus pieces and systems			
Project Justification	Our SCBA apparatus is reaching its end of life. We have an opportunity to join other municipalities in a group purchase to upgrade our equipment. Our whole system is being upgraded due to the fact they are discontinuing our present system and moving to a higher capacity system			
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			
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$400,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$400,000			
Funding				
Reserves	\$400,000			
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				

Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: End of 2023				
Projected New Operating Costs per year: No new costs				
Previous Operating Costs: \$5000-\$7000 per year				
Submitted By: ____Chris Harrow____ Department Head: Chris Harrow				
Date Prepared: ____January 12, 2023____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Fire			
Project Name:	Future Mount Forest Fire Station			
Asset Name:	Mount Forest Fire Station	Import ID:		
Project Description	Planning and Design of new Mount Forest Fire Station			
Project Justification	We are quickly outgrowing the space at the existing Mount Forest Fire Station. We do not have enough room to house all of the fire fighters and their gear. As well, the space for the trucks is tight with different aspects of the building starting to need repairs or replacement. A new station built will house the equipment and firefighters now and for many years to come. Planning and designing the building this year will have it "shovel ready" and allow us to start construction when financing allows.			
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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				
Consulting Fees	\$25,000			
Engineering/Survey Fees	\$25,000			
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$50,000			
Funding				
Reserves	\$50,000			
Reserve Funds				

Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: Fall 2023				
Projected New Operating Costs per year: No new costs				
Previous Operating Costs: Nil				
Submitted By: ____Chris Harrow____ Department Head: Chris Harrow				
Date Prepared: ____January 12, 2023____ Reviewed by				
Treasurer:_____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Fire			
Project Name:	HVAC Replacement			
Asset Name:	Arthur Station HVAC Unit Replacement	Import ID:		
Project Description	Replacement of main HVAC roof top unit at the Arthur Station			
Project Justification	We recently received a report from our contractor who was repairing the unit that it will need to be replaced this year. The unit is an original unit from when the Station was built and has outlived its lifespan.			
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			
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$14,500			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$14,500			
Funding				
Reserves	\$10,000			
Reserve Funds				
Taxation (Transfers to Capital)	\$14,500			
Gas Tax				
Ontario Community Infrastructure Fund				

Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: February 2023				
Projected New Operating Costs per year: No new costs				
Previous Operating Costs: Nil				
Submitted By: ____Chris Harrow____ Department Head: Chris Harrow				
Date Prepared: ____January 12, 2023____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Fire			
Project Name:	Truck Lighting System			
Asset Name:	Car 3 – Chief's Pick Up truck	Import ID:		
Project Description	Installing emergency lighting system on Pick Up truck			
Project Justification	Last year we purchased a pick up truck for the fleet. We need to outfit the pick up with emergency lighting for response and safety reasons. This needs to be completed to make it an emergency vehicle.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	
Legislative Requirement			X	
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X		X	
Growth related		X		
Service enhancements		X		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$10,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$10,000			
Funding				
Reserves	\$10,000			
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				

Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: February 2023				
Projected New Operating Costs per year: No new costs				
Previous Operating Costs: Nil				
Submitted By: ____Chris Harrow____ Department Head: Chris Harrow				
Date Prepared: ____January 12, 2023____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Arthur Arena Roof			
Asset Name:	Roof	Import ID:		
Project Description	Project will replace existing facility roof.			
Project Justification	<p>Roof is in need of replacement.</p> <p>Roof was identified in 2019 report from BM Ross as is need of replacement.</p> <p>Township had dampness review completed which identified areas under the roof membrane where insulation is wet.</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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Land Purchase	\$1,000,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$1,000,000			
Funding				
Reserves				

Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: Dec. 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __M. Aston_____ Department Head: M. Aston				
Date Prepared: __Nov. 30/22_____ Reviewed by				
Treasurer:_____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Recreation			
Project Name:	Lawn Mower for Mount Forest			
Asset Name:	Lawn Mower	Import ID:		
Project Description	This is the purchase of a commercial 60 inch lawn mower for the lawn maintenance in our parks and sports fields in Mount Forest			
Project Justification	In 2022 our lawn maintenance contractor retired and the recreation department took over the lawn maintenance in Mount Forest, we did not have it in our capital budget to purchase a commercial grade lawn mower at that time.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback			X	With a 60 inch mower less time will be spent doing lawn maintenance and a diesel machine will use less fuel
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related		X		As the recreation department grows we need to expand our machinery to keep up with demands
Service enhancements		X		The appearance of our parks and sports fields and trails are important as these areas are what our rate payers see on a daily basis
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$60,000.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				

Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: May 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: Tom Bowden Department Head:				
Date Prepared: Nov. 21 2022 Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Recreation			
Project Name:	Arthur ball diamond groomer			
Asset Name:	Ball diamond groomer	Import ID:		
Project Description	This is a replacement of our thirty year old groomer			
Project Justification	Our old groomer is continually needing repaired and parts replaced. A new machine will cut down on time spent repairing and be more reliable for our staff			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			Machine needs continual repair which could lead to an injury
Legislative Requirement				
Operational Saving, Short Payback		X		Less time spent on fixing the machine. When the machinery works properly then there is less time spent grooming the ball diamonds
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Life cycle is 20 to 25 years, this machine is approximately thirty years old and is due for replacement
Growth related				
Service enhancements				
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$10,000.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				

Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: Tom Bowden		Department Head:		
Date Prepared: Nov. 21, 2022 Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Transportation Master Plan (TMP)			
Asset Name:	TMP Study	Import ID:		
Project Description	<p>Project will develop a forward-looking planning document with respect to the Township's transportation assets:</p> <ul style="list-style-type: none"> - Roads - Sidewalks - Storm sewers; and - Equipment. 			
Project Justification	<p>As the Township continues to grow the need to have a long-term plan for transportation assets has become increasingly more important.</p> <p>Project will support future development charge studies.</p> <p>Project can be coupled with \$40,000 set aside as part of the 2021 capital budget to complete a roads condition assessment study.</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			Transportation plan will provide
Growth related			X	Transportation plan will be important as Township continues to grow.
Service enhancements		X		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				

Legal Fees				
Contingency				
Total Fees	\$75,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __M. Aston_____ Department Head: M. Aston				
Date Prepared: __Nov. 17/22_____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	New Vehicle – Operations			
Asset Name:		Import ID:		
Project Description	<p>New vehicle for Development Technologist who is attending planning meetings and visiting new development construction sites daily.</p> <p>Development vehicle will also be used for construction site visits to monitor various Capital Projects related to Operations Department throughout the Township.</p>			
Project Justification	<p>As the Township continues to grow with new development, the need to have municipal staff transportation to various development sites is essential to manage the development. Purchase would negate the need to pay mileage and provide a good brand representation for the Development Technologist.</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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$40,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$40,000			

Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year: \$3,000 (\$1,000 maintenance, \$2,000 fuel)				
Previous Operating Costs: N/A				
Submitted By: __ M. Aston _____ Department Head: M. Aston				
Date Prepared: __ Nov. 21/22 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Reconstruction – John Street between Waterloo and Queen Streets			
Asset Name:	Road – 200m Watermain – 200m Sanitary – 200m Sidewalk – 200m	Import ID:		
Project Description	Project will rebuild John Street between Waterloo and Queen Streets in Mount Forest.			
Project Justification	Road condition for this section of road is poor.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		Township is expected to maintain its infrastructure
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements			X	Entrance to Tim Horton's will be improved – turning lane.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Roads	665,000			
Water	470,000			
Sanitary	382,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	1,517,000			

Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __M. Aston_____ Department Head: M. Aston				
Date Prepared: __Nov. 10/22_____ Reviewed by				
Treasurer:_____				



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

www.wellington-north.com

519.848.3620

1.866.848.3620 FAX 519.848.3228

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CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Structure 9 – Sideroad 3E			
Asset Name:	Bridge	Import ID:	NA	
Project Description	Project will replace an existing bridge on Sideroad 3E between Concession 4N and Concession 6N.			
Project Justification	The bridge was assessed as a BCI 58 during the 2019 OSIM. The structure currently has a load limit to restrict heavy traffic.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements		X		Road surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2021	2022	2023	2024
Capital Purchases/Contractor/Material	\$1,230,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$1,230,000			



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Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other: Salvage				
Total Funding				
Net Operating Cost				
Estimated Completion Date: 31-Dec-23				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 22-Nov-22 _____ Reviewed by				
Treasurer: _____				



Staff Report

To: Mayor and Members of Council Meeting of November 7, 2022

From: Matthew Aston, Director of Operations

Subject: OPS 2022-028 being a report on the MTO Connecting Link Program Application – Intake 8

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-028 being a report on the MTO Connecting Link Program Application – Intake 8;

AND FURTHER THAT Council direct staff to submit an application to the MTO's Connecting Link Program for the resurfacing of Highway 6 (Smith Street), from Conestoga to Wells Street, in Arthur;

AND FURTHER THAT Council agree to fund the Township's portion of the project cost, as recommended by Township staff, as well as support the project schedule detailed within the application.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Report OPS 2019-003 being a report on the 2019 MTO Connecting Link Program Application

Report OPS 2019-021 being a report on the 2019-2020 MTO Connecting Link Program Application

Report OPS 2021-039 being a report on the MTO Connecting Link Program Application – Intake 7

BACKGROUND

Triton Engineering Services Limited (TESL) is now completing the application form and supporting documentation for submission as per the Ministry's guidelines. A resolution of Council explicitly authorizing their submission is a requirement of the ministry guidelines. Applications are due by no later than November 16, 2022. If successful, eligible roads related project costs (roads, curb and storm sewer) would be funded up to 90% by the province.

The scope of the project is detailed within the TESL memo attached as Schedule A.

If the Township's connecting link application is approved, the intent is this project would be designed in 2023 and constructed in 2024.

FINANCIAL CONSIDERATIONS

The total probable cost of the project will be \$1,173,470.00 (Excluding H.S.T.). Provincial funding amount to be requested will be \$1,056,123.00 (Excluding H.S.T.). The Township's probable portion will be \$117,347.00 (Excluding H.S.T.)

ATTACHMENTS

Schedule A – Triton Engineering Services Limited Cost Estimate

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:	Matthew Aston, Director of Operations
Recommended By:	Brooke Lambert, Chief Administrative Officer
	<i>Brooke Lambert</i>



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Reconstruction – Cork Street between Waterloo and Princess Streets			
Asset Name:	Road – 200m Watermain – 200m Sanitary – Minor Works Sidewalk – 200m	Import ID:		
Project Description	Project will rebuild Cork Street between Waterloo and Princess Streets in Mount Forest.			
Project Justification	<p>Road condition for this section of road is poor.</p> <p>There is no sidewalk along this section of road, it's close to Township recreation amenities and Princess Street recently has a sidewalk installed.</p> <p>Watermain work will improve the fire protection in this area of the Township.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	Fire protection in this area of the community will be improved
Legislative Requirement		X		Township is expected to maintain its infrastructure
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements			X	<p>Fire protection in this area of Town will be improved.</p> <p>Sidewalk will be installed for walkers.</p>
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Roads	507,000			
Water	297,000			
Sanitary	58,000			

Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	862,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year: Increased Sidewalk Snow Removal				
Previous Operating Costs:				
Submitted By: __M. Aston_____ Department Head: M. Aston				
Date Prepared: __Nov. 10/22_____ Reviewed by				
Treasurer:_____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Rural Resurfacing - Asphalt Resurfacing – Line 12			
Asset Name:	Section of Line 12	Import ID:		
Project Description	<p>Project will resurface ~5,400m of Line 12 between County Roads 14 & 16.</p> <p>Project assume an asphalt width of ~7.3m.</p>			
Project Justification	<p>Project will resurface a portion of road identified by the roads team as in need of rehabilitation.</p> <p>Currently this section of road requires increased amounts of hand patching by roads team.</p> <p>Road surface no longer provides for smooth driving.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements		X		Road surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$550,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				

Legal Fees				
Contingency				
Total Fees	\$550,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston__ Department Head: __ M. Aston__				
Date Prepared: _____ 2022-11-21 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Operations Centre Land			
Asset Name:	Land for Future Operations Centre	Import ID:		
Project Description	Project will purchase land for a new Wellington North Operations Centre – Transportation, Environmental			
Project Justification	<p>The existing transportation facility is out-of-date and does not comply with current standards.</p> <p>Council resolution from September 12, 2022:</p> <p>THAT Council of the Corporation of the Township of Wellington North receive Report OPS 2022-023 being a report on the conceptual design of a new Operations Centre in Arthur;</p> <p>AND FURTHER THAT Council approve in principle the conceptual designs presented within this report;</p> <p>AND FURTHER THAT Council directs staff to investigate and provide recommendations on purchasing a five acre parcel of land for the facility in the future and once the budget is approved.</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		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026

Capital Purchases/Contractor/Material Land Purchase	\$500,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$500,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __ M. Aston _____ Department Head: M. Aston				
Date Prepared: __ Nov. 10/22 _____ Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Structure 40 – Line 6			
Asset Name:	Structure 40	Import ID:	NA	
Project Description	Project will complete miscellaneous repairs of the structure based on recommendations contained within 2019 OSIM: <ul style="list-style-type: none"> - Repair to beams; - Repair to wingwalls; - Repair to top deck; - Weatherproofing; and - Paving. 			
Project Justification	The bridge was assessed as a BCI 57 during the 2019 OSIM.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements		X		Road surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$360,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				



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Legal Fees				
Contingency				
Total Fees	\$360,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other: Salvage				
Total Funding				
Net Operating Cost				
Estimated Completion Date: 31-Dec-23				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 2022-11-21 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Plow Truck			
Asset Name:	Urban Plow Truck Roads #12 – 2009 International Plow Truck	Import ID:		
Project Description	Project will replace existing plow truck			
Project Justification	Plow truck purchase is needed to replace aged truck within fleet. Plow truck is used in summer months for hauling product and in the winter months for plowing snow. The new truck will ensure road operation service levels are maintained while reducing the annual operating costs associated the aged equipment. The existing truck #12 is a 2009 International truck with 124,084 km's and 7,434 hours of operation on it as of November 28, 2022.			
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			
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$360,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$360,000			
Funding				
Reserves				
Reserve Funds				

Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$360,000			
Net Operating Cost				
Estimated Completion Date: December 29, 2023				
Projected New Operating Costs per year: \$4,000				
Previous Operating Costs: \$15,000				
Submitted By: __D. Clark____ Department Head: M. Aston				
Date Prepared: __Nov 28/ 2022____ Reviewed by				
Treasurer:_____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Asphalt Resurfacing – Sideroad 7E			
Asset Name:	Section of Sideroad 7E	Import ID:		
Project Description	<p>Project will resurface ~3,200m of Sideroad 7E between Highway 6 and Concession 2.</p> <p>Project assume an asphalt width of ~7.3m.</p>			
Project Justification	<p>Project will resurface a portion of road identified by the roads team as in need of rehabilitation.</p> <p>Currently this section of road requires increased amounts of hand patching by roads team.</p> <p>Road surface no longer provides for smooth driving.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements		X		Road surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2022	2023	2024	2025
Capital Purchases/Contractor/Material	\$300,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				

Legal Fees				
Contingency				
Total Fees	\$300,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston__ Department Head: __ M. Aston__				
Date Prepared: _____ 2022-11-21__ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Urban Paving			
Asset Name:	Road	Import ID:		
Project Description	Urban paving project that includes various roadways within the urban centres that require repair beyond regular maintenance. Dublin Street, Waterloo Street, Wellington Street West, Walton Street, and Adelaide Street.			
Project Justification	Asphalt repair on ageing roads that have numerous identified deficiencies.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	Some sections have large pot holes that could have adverse effects on traffic
Legislative Requirement	X			
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related			X	Growth = greater traffic volumes
Service enhancements		X		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material Roads	\$300,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$300,000			
Funding				
Reserves				

Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __ M. Aston _____ Department Head: M. Aston				
Date Prepared: __ Nov. 30/22 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Backhoe			
Asset Name:	2011 Case Backhoe	Import ID:		
Project Description	Project will replace existing backhoe			
Project Justification	Project will replace aged backhoe which is used in the roads department for summer and winter operations. The new backhoe will ensure road operation service levels are maintained while reducing operating costs. The existing backhoe is a 2011 Case with 7467 hours as of November 28/ 2022			
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			
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$275,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$275,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				

Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$275,000			
Net Operating Cost				
Estimated Completion Date: December 29, 2023				
Projected New Operating Costs per year: \$3,000				
Previous Operating Costs: \$6,500				
Submitted By: <u> D. Clark </u> Department Head: M. Aston				
Date Prepared: <u> Nov. 28/2022 </u> Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Culvert Replacement			
Asset Name:	Rural Road – Culvert Replacement	Import ID:		
Project Description	Project will replace two box culverts on Sideroad 9 W.			
Project Justification	Project will replace two box culverts.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2022	2023	2024	2025
Capital Purchases/Contractor/Material	\$220,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$220,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				

Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$220,000			
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: D. Clark _____ Aston _____			Department Head: M. _____	
Date Prepared: Nov. 22/2022 _____			Reviewed by _____	
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Structure 2040 – Sideroad 13			
Asset Name:	Structure 2040	Import ID:	NA	
Project Description	Project will complete miscellaneous repairs of the structure based on recommendations contained within 2019 OSIM: <ul style="list-style-type: none"> - Installation of concrete struts between footings; and - Addition of rip rap. 			
Project Justification	The bridge was assessed as a BCI 50 during the 2019 OSIM.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements		X		Road surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$220,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$220,000			



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Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other: Salvage				
Total Funding				
Net Operating Cost				
Estimated Completion Date: 31-Dec-23				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 2022-11-21 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Sidewalk Projects			
Asset Name:	Sidewalks	Import ID:		
Project Description	<ol style="list-style-type: none"> 1. Replacement – Queen St W – (NW Corner) – 30m x 2.5m – \$25,000 (\$20,000) 2. Replacement – Conestoga St N – 35m x 1.5m (by Arthur PS) – \$25,000 (\$20,000) 3. Replacement – Edward Street (South of Muni Parking Lot) – 35m x 1.5m – \$20,000 4. New – Wellington E – Brad Wilson (@430 Wellington St E) to London – \$75,000 (\$64,000) 5. New – Foster St – Sligo Rd to 351 Foster St - \$75,000 (\$64,000) 			
Project Justification	Project will replace and install new sidewalks within the community.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements		X		Road surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$220,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				

Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$220,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston__ Department Head: __M. Aston__				
Date Prepared: _____ 2022-11-30 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Asphalt Resurfacing – Sideroad 5W			
Asset Name:	Section of Sideroad 5W	Import ID:		
Project Description	<p>Project will resurface ~1,000m of Sideroad 5W between Concession 9 and Entrance to Riverstown Landfill.</p> <p>Project assume an asphalt width of ~7.3m.</p>			
Project Justification	<p>Project will resurface a portion of road identified by the roads team as in need of rehabilitation.</p> <p>Currently this section of road requires increased amounts of hand patching by roads team.</p> <p>Road surface no longer provides for smooth driving.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements		X		Road surface is in poor condition.
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material	\$120,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				

Legal Fees				
Contingency				
Total Fees	\$120,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston__ Department Head: __ M. Aston__				
Date Prepared: _____ 2022-11-21 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Reconstruction Design Project – Adelaide Street between Clarke and Conestoga Streets			
Asset Name:	Design	Import ID:		
Project Description	<p>Project will begin the design process for the rebuild of Adelaide Street between Clarke and Conestoga Streets.</p> <p>Pre-engineering survey</p> <p>Geotechnical report</p> <p>Detailed design development</p>			
Project Justification	<p>Road condition for this section of road is poor.</p> <p>There is no sidewalk along this section of road and road is in proximity of Arthur Public School.</p> <p>Watermain is thought of to be XXX within this section of road.</p> <p>New regulations related to reconstruction projects require more budget for design - soil management, etc.</p> <p>Design project will allow this reconstruction to be shovel-ready for the future – three to five years.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		Township is expected to maintain its infrastructure and manage flooding
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Storm sewer in this area of Town is non-existent
Growth related	X			
Service enhancements		X		
Total				
CAPITAL PROJECT COSTING AND FUNDING				

Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material				
Roads	34,000			
Water	33,000			
Sanitary	33,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	100,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __ M. Aston _____ Department Head: M. Aston				
Date Prepared: __ Nov. 25/22 _____ Reviewed by				
Treasurer: _____				



WELLINGTON NORTH
SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Reconstruction Design Project – Durham Street East between Main and Fergus Streets			
Asset Name:	Design	Import ID:		
Project Description	<p>Project will begin the design process for the rebuild of Durham Street East between Main and Fergus Streets in Mount Forest.</p> <p>Pre-engineering survey</p> <p>Geotechnical report</p> <p>Detailed design development</p>			
Project Justification	<p>Road condition for this section of road is poor.</p> <p>Storm sewer for this section of road is poor / non-existent.</p> <p>Watermain is thought of to be XXX within this section of road.</p> <p>New regulations related to reconstruction projects require more budget for design - soil management, etc.</p> <p>Design project will allow this reconstruction to be shovel-ready for the future – three to five years.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		Township is expected to maintain its infrastructure and manage flooding
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Storm sewer in this area of Town is non-existent
Growth related	X			
Service enhancements		X		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026

Commented [BL1]: What is the sidewalk condition on this segment?



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Reconstruction Design Project – Durham Street East between Main and Fergus Streets			
Asset Name:	Design	Import ID:		
Project Description	<p>Project will begin the design process for the rebuild of Durham Street East between Main and Fergus Streets in Mount Forest.</p> <p>Pre-engineering survey</p> <p>Geotechnical report</p> <p>Detailed design development</p>			
Project Justification	<p>Road condition for this section of road is poor.</p> <p>Storm sewer for this section of road is poor / non-existent.</p> <p>Watermain is thought of to be XXX within this section of road.</p> <p>New regulations related to reconstruction projects require more budget for design - soil management, etc.</p> <p>Design project will allow this reconstruction to be shovel-ready for the future – three to five years.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		Township is expected to maintain its infrastructure and manage flooding
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Storm sewer in this area of Town is non-existent
Growth related	X			
Service enhancements		X		
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026

Capital Purchases/Contractor/Material				
Roads	34,000			
Water	33,000			
Sanitary	33,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	100,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __M. Aston____ Department Head: M. Aston				
Date Prepared: __Nov. 25/22____ Reviewed by				
Treasurer:_____				



WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Rural Road Rebuild			
Asset Name:	~1 km of Rural Road	Import ID:		
Project Description	Project will rebuild a 1km section of rural road. Sideroad 13 – County Rd 109 to Line 2 (~2.7 km)			
Project Justification	Project will rehabilitate a 1.4 kilometre portion of rural road.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		As a road authority, Township is required to proactive rehabilitate its assets.
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2022	2023	2024	2025
Capital Purchases/Contractor/Material	\$60,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$60,000			
Funding				
Reserves				
Reserve Funds				

Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$60,000			
Net Operating Cost				
Estimated Completion Date: December 31, 2023				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: M. Aston _____			Department Head: M. Aston _____	
Date Prepared: Nov. 22/2022 _____			Reviewed by _____	
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Transportation Services			
Project Name:	Pickup Truck			
Asset Name:	Pickup Truck 2010 Dodge Pickup	Import ID:		
Project Description	Project will replace existing pickup truck			
Project Justification	Project will replace aged pickup truck which is used in the roads department for summer and winter patrol, road maintenance, and management of the work throughout the works yards. The existing truck is a 2010 Dodge with 319,750 km's of operation on it as of November 28, 2022.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Equipment needs to be replaced to ensure safe operation
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		Equipment needs to be replaced to ensure safe operation
Growth related	X			
Service enhancements	X			Replacement will ensure service continues to be reliable
Total				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2021	2022	2023	2024
Capital Purchases/Contractor/Material	\$60,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				



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Contingency				
Total Fees	\$60,000			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$60,000			
Net Operating Cost				
Estimated Completion Date: December 29, 2023				
Projected New Operating Costs per year: \$2,000				
Previous Operating Costs: \$4,000				
Submitted By: D. Clark _____ Department Head: M. Aston _____				
Date Prepared: November 28, 2022 _____ Reviewed by Treasurer: _____				



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
Taxpayer contribution	5,050,000	4,300,000	2,800,000
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
Taxpayer contribution - 4 Year Plan	263	224	146
Taxpayer contribution –	7.74%	6.59%	4.29%

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

Prepared By:	Matthew Aston, Director of Operations Farhad Hossain, Director of Finance	<i>Matthew Aston</i> <i>Farhad Hossain</i>
Recommended By:	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)

(Based on 2021 Financial Information Return)

Wellington North Tp

CALCULATIONS

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

MUNICIPAL FINANCIAL PROFILES

(Based on 2021 Financial Information Return)

Wellington North Tp

Wellington Co

Date Prepared:
 MSO Office:
 Prepared By:

2021 FIR Load Status:
 Last Updated:

2021 Households:
 2021 Population:
 2022 MFCI Index: ¹⁸

Median Household Income (2016) : ¹⁴
 2022 Annual Repayment Limit:
 Borrowing Capacity 7% over 10 yrs:

STATISTICAL INFORMATION

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - LT - Counties - Rural	PROVINCE				
Population ³	12,483	12,610	12,810	12,920	12,430	6,526	44,480	-3.8%	0.9%	1.6%	1.0%
Households ³	4,690	4,790	4,870	4,900	4,795	3,340	17,745	-2.1%	0.6%	1.7%	2.1%
Municipal Expenses ⁷	\$ 15,106,794	\$ 15,943,374	\$ 16,110,594	\$ 15,478,565	\$ 16,355,399	\$ 10,949,234	\$ 148,841,894	5.7%	-3.9%	1.0%	5.5%
Own Source Revenues	\$ 14,400,677	\$ 14,897,273	\$ 15,415,226	\$ 15,085,738	\$ 15,902,027	\$ 10,373,710	\$ 120,303,290	5.4%	-2.1%	3.5%	3.4%
Own Source Revenue per Household	\$ 3,071	\$ 3,110	\$ 3,165	\$ 3,079	\$ 3,316	\$ 3,227	\$ 3,728	7.7%	-2.7%	1.8%	1.3%
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	82.2%	74.2%	68.7%	80.7%	74.5%	77.9%	73.2%	-7.7%	17.5%	-7.5%	-9.7%
Total Revenues	\$ 17,521,971	\$ 20,068,856	\$ 22,447,105	\$ 18,698,178	\$ 21,343,321	\$ 13,223,553	\$ 181,096,884	14.1%	-16.7%	11.9%	14.5%
Annual Repayment Limit	\$ 2,197,092	\$ 2,328,817	\$ 2,367,948	\$ 2,091,866	\$ 2,443,387	\$ 3,178,417	\$ 23,063,560	16.8%	-11.7%	1.7%	6.0%
Own Purpose Taxation	\$ 7,284,563	\$ 7,380,830	\$ 7,783,290	\$ 8,009,173	\$ 8,034,536	\$ 6,640,338	\$ 69,575,054	0.3%	2.9%	5.5%	1.3%
Direct Water Billings as % of Gross Water Expenditures	165.2%	166.2%	160.3%	150.5%	154.8%	72.3%	64.7%				
Taxable Res. Assessment as a % of Total Taxable Assessment	67.0%	67.2%	66.8%	66.3%	65.4%	79.9%	78.9%				

DISCOUNTED WEIGHTED ASSESSMENT ¹¹ (Source: Financial Information Return)

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:	
						South - LT - Counties - Rural	PROVINCE
Taxable	1,364,405,450	1,443,254,712	1,541,350,236	1,655,768,702	1,683,919,054	1,166,579,969	10,144,488,964
PIL	14,940,769	15,193,385	15,645,308	20,488,240	20,241,256	13,796,315	129,884,908
Total	1,379,346,219	1,458,448,098	1,556,995,544	1,676,256,942	1,704,160,310	1,180,376,284	10,274,373,871



WELLINGTON NORTH

SEMPER PORRO

DEPUTATION REQUEST FORM

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

Name of Deputation(s)	Rosie Krul, Lindsay Smith, Sarah Corfield, Amy Timberlake, Caitlin Hall		
Attending as an Individual	<input checked="" type="checkbox"/>	Representing a Group/Business/Organization	<input type="checkbox"/>
Name of Group/Business/Organization:			
Address:			
Email:		Phone:	
Meeting Type:	Council <input checked="" type="checkbox"/>	Committee (Includes Ad Hoc) <input type="checkbox"/>	Meeting Date: 03/20/2023
SUBJECT MATTER:	New crosswalks in Mount Forest and Arthur		
Provide Description:	<p>Dear Wellington North Council,</p> <p>We would like to suggest that the new crosswalks proposed for Arthur and Mount Forest are granted additional funding to be installed with a rainbow colour palette to indicate support and celebration of the LGBTQ+ community in Wellington North.</p> <p>We request that you consider this proposal to help visibly signify the Arthur and Mount Forest downtowns as inclusive and accepting places for all residents.</p> <p>Why is a display of Pride necessary? In rural areas, the LGBTQ+ community does not have the same visibility, access to resources, and support they often receive in urban centres. Despite this, there is a significant population that identifies within this umbrella in our Township. A rainbow crosswalk would not only signify to the LGBTQ+ community that they are welcome and belong, but also signify to the rest of Wellington North that discrimination and homophobia won't be tolerated in our community.</p>		
Recommendation/Request of Council:	(What action would you like the Township of Wellington North to take with respect to your matter)		
	<p>We wish Council to consider when the next crosswalk is installed in Wellington North, to provide additional funding to make it a rainbow crosswalk.</p>		

Estimated Municipal Financial Impact:	CAPITAL \$ 7000	ANNUAL OPERATING \$
---------------------------------------	-----------------	---------------------

Other Details:

The average cost of rainbow crosswalks across Ontario range from \$7000 - \$15000. It cost the Minto Township \$7000 in 2022 for the colour palette to add the Progress Pride Flag colours (purple, blue, green, yellow, orange, red, teal, pink, brown, and black) to a new crosswalk. We can estimate it would cost \$7000 per crosswalk if one were to be installed in Arthur and Mt Forest, but it's possible the cost would decrease per crosswalk if two were installed.

The Minto Township would be able to provide their annual operating expense estimate if this is a project Wellington North wishes to do more research on. We have requested an estimate for this number from Minto that we will bring to the date of the Council Meeting if it is received in time.

Signature: *Rosie Krul* Date: February 27, 2023
 Electronic Signature Accepted

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 | 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 o 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.

Crosswalk Proposal



Wellington North Pride

Why is a symbol of Pride necessary?

- Rurally, the LGBTQ+ community does not have the same visibility, access to resources, and support they often receive in urban centres.
- Despite this, there is a significant population that identifies within this umbrella in our Township.
- A rainbow crosswalk would not only signify to the LGBTQ+ community that they are welcome and belong, but also signify to the rest of Wellington North that discrimination and homophobia won't be tolerated in our community.



Why is a visible symbol of Pride profitable?

- **Tourism**
 - These colourful crosswalks are beautiful and eye catching as well as meaningful.
- **Progress**
 - Drawing new families to our wonderful Township by assuring them with a visual symbol that all are welcome here.



What does the Progress Flag mean?

Light Blue, Pink & White — Trans & nonbinary individuals

Black & Brown — POC

Black — Individuals living with AIDS and those who have been lost to the disease

Red — Life

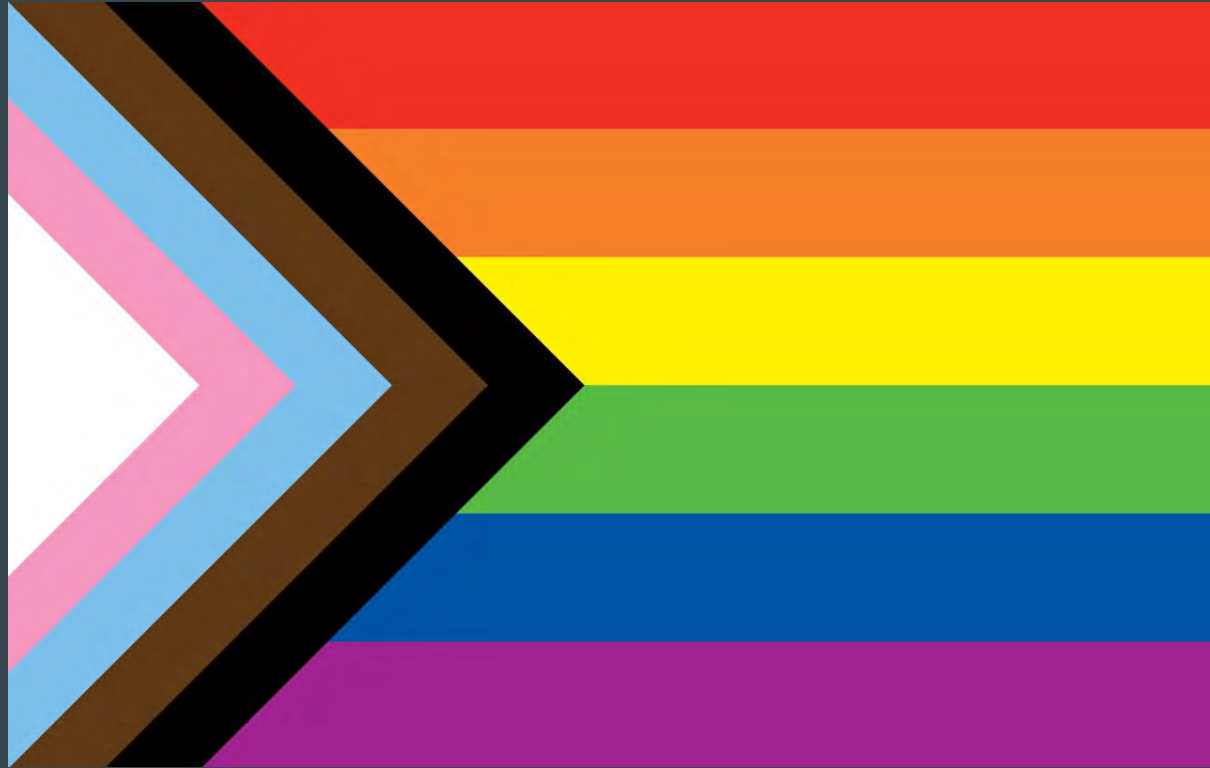
Orange — Healing

Yellow — Sunlight

Green — Nature

Blue — Harmony

Purple — Spirit



What Ontario towns would Wellington North be joining?

Owen Sound

- Located on 8th Street East
- County Road
- Installed in 2021
- \$7000



Collingwood

- Located on Simcoe Street
- Town Road
- Installed in 2021
- \$15000



Dundalk

- Located on Artemesia Street South
- Town Road
- Installed in 2021
- \$15000



Orangeville

- Located on Broadway
- Town Road
- Installed in 2021
- \$6000 each for two crosswalks



Harriston - hi neighbor!

- Located on Highway 109
- County Road
- Installed in 2022
- \$7000



And more!

RESOLUTION: 2023-077

Moved: Councillor Burke

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 9:01 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

(3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the members.
2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

CARRIED

1. REPORTS

- a) Ethics and Integrity Training Councillor Orientation
 - Principles Integrity – Jeffrey Abrams

2. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2023-078

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 11:53 p.m.

CARRIED

RESOLUTION: 2023-079

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the Ethics and Integrity Training Councillor Orientation presented by Principles Integrity – Jeffrey Abrams.

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2023-080

Moved: Councillor Burke

Seconded: Councillor Renken

THAT By-law Number 018-23 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 March 6, 2023 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2023-081

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Special Council meeting of March 6, 2023 be adjourned at 11:54 p.m.

CARRIED

MAYOR

CLERK

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke disclosed an indirect pecuniary interest with items under the heading of Items for Consideration, 2. Planning: Items:

- a. Report DC 2023-006, Consent Applications B4-23 & B25-23 Betty Dee Limited
- b. Report DC 2023-007, Consent Applications B6-23 & B7-23 Betty Dee Limited
- c. Report DC 2023-008, Consent Application B8-23 Betty Dee Limited
- d. Report DC 2023-009, Consent Application B9-23 John & Linda Thomson

as her employer prepared the sketches for the consent applications.

AND 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(EOSR Div 1 Pt Lot 21 RP 60R2426 Pt 1 – BJ Industries Ltd. and Robert Major)

as her employer is involved with the application.

DEPUTATIONS

1. Arthur Senior Citizens

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

Bill Dennis and Joyce Culp provided information regarding activities and events held at the hall and requested the Township renew the Arthur Senior Citizens lease for the Seniors Hall at 244 Isabella St., Arthur.

Joyce Culp reviewed history of the Arthur Senior Citizens and noted a New Horizons grant was used to restore the building with many volunteer hours.

Vivianne Macdonald spoke to the history of the building stating it was built three years before Confederation and was funded by the local people.

The Mayor asked that they have a smaller group participate in discussions with staff to find a way to accommodate the seniors group some way in our community.

OPEN FORUM 2023 BUDGET DISCUSSION (COUNCIL AND PUBLIC)

1. Budget presentation from February 27, 2023 Special Meeting of Council (for information only)

The budget presentation from February 27th was included in the agenda package.

2. Presentation by CAO (addendum to minutes)

Brooke Lambert, CAO, provided a summary of the first draft of the 2023 Budget.

The case presented was an option with a total budgeted tax levy of 7.08%. Taking into account the organic growth through assessment of 2.26%, the impact to existing tax payers would be 4.82%.

3. Council and Public Questions/Comments

Councillor Burke expressed the desire of residents on Concession 4 North to have the road paved and noted the Mount Forest Pool has been put off until 2027 in the 10 year forecast.

Director of Finance (DOF) noted the ten-year forecast looked at the capital needs for the two big projects, the Arthur Waste Water Treatment Plant Phase II and the Mount Forest Pool noting direction to staff is required.

Councillor Burke questioned about carry over projects from previous years and staff confirmed that the capital money is available, staff capacity is a concern

Mayor Lennox thanked staff for putting together the 10-year forecast. There is a lot of work to be done, especially on how we close the infrastructure gap that has been identified by the asset management planning process. The bigger question has been how we are going to finance those projects, through the taxation system, debt or user fees.

Councillor McCabe submitted comments to the Mayor to read in his absence at the meeting, regarding the Road Needs Study, equipment purchases and the need for a Mount Forest pool.

Councillor Burke reiterated her view that a pool in Mount Forest is needed and suggested a public meeting be held.

Mayor Lennox opened the meeting for members of the public to speak.

Bill Nelson stated that while he respects comments about fiscal responsibility, sometimes government decisions must be made that are not fiscal but supportive of the community. He felt a pool is needed to attract factories, business, etc.

Rick Sinnamon echoed Mr. Nelson's comments and supported Councillor Burke's request for a public meeting.

Jessica McFarlane, as a member of the ad-hoc committee and parent, commented that she has a huge concern if the Council is going to go against having a new pool after we've been talking about this for so long.

Mayor Lennox stated that he doesn't disagree with the comments regarding desirability and need for a pool in Mount Forest but questioned how do we pay for it. This Council had a staff report within the last month that talked about the ability to finance such a venture and we unanimously agreed that we would not use long term debt for that purpose.

Councillor Burke stated that it is important the Council comes to an aquatics committee meeting to talk about the cost and the need to set a goal for the committee.

Councillor Burke inquired what Mayor Lennox believes in an attainable goal.

GENERAL BUDGET DIRECTION DISCUSSIONS

Mayor Lennox recognized that a tax rate at near inflation is difficult, but we have to address the costs that have gone up for us to deliver the services that we depend on every year.

Councillor Burke commented that she didn't disagree that the tax levy needs to go up from prior years commenting she would like to see the tax rate around 4.5% to 5% and advised she would like to have Concession 4 paved.

Councillor Renken commented that we are wanting to create new spaces for different operations in the Township and she would like to see some of those deferred and employ places that we have already for another year.

Councillor Hern stated that she would also like to decrease the rate but isn't sure how to decide what should be left out. She is not in support of paving Concession 4N.

Mayor Lennox advised that if we want the rate to be lower Council needs to give direction to staff in terms of where we believe can happen and there has to be some consensus from Council. He reminded Council that \$83,000 represents 1% of the levy.

Councillor Burke questioned the need for additional staff and requested to see the capital justification sheets.

Use of reserves or reserve funds to reduce contributions to the capital program from the levy.

The DOF advised staff needs direction on the pool and Arthur Waste Water Treatment Plan Phase II.

The CAO confirmed:

- Capital justification sheets will be provided at the March 20, 2023 meeting of Council
- A report outlining options (staffing, pool Arthur Waste Water Treatment Plant Phase II) available to Council will be provided at the March 20, 2023 meeting of Council

RECESS TO MOVE INTO PUBLIC MEETING

RESOLUTION: 2023-084

Moved: Councillor Burke

Seconded: Councillor Hern

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 (2nd Meeting)
- BJ Industries/Robert Major, Zoning By-law Amendment

CARRIED

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2023-085

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North resume the March 6, 2023 Regular Meeting of Council at 4:05 p.m.

CARRIED

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.

Councillor Burke

RESOLUTION: 2023-086

Moved: Councillor Hern

Seconded: Councillor Renken

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.

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, February 21, 2023
2. Public Meeting, February 21, 2023
3. Special Meeting of Council, February 27, 2023

RESOLUTION: 2023-087

Moved: Councillor Burke

Seconded: Councillor Renken

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.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings of Council.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2a, 2b,2c, 2d, 4a, 5a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2023-088

Moved: Councillor Hern

Seconded: Councillor Burke

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:

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.

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.

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.

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.

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.

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.

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.

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.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

Councillor Burke left the meeting as she had previous declared a conflict with Reports DC 2023-006, DC 2023-007, DC 2023-008 and DC 2023-009.

RESOLUTION: 2023-089

Moved: Councillor Renken

Seconded: Councillor Hern

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.

CARRIED

RESOLUTION: 2023-090

Moved: Councillor Hern

Seconded: Councillor Renken

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.

CARRIED

RESOLUTION: 2023-091

Moved: Councillor Renken

Seconded: Councillor Hern

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.

CARRIED

RESOLUTION: 2023-092

Moved: Councillor Renken

Seconded: Councillor Hern

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.

CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2023-093

Moved: Councillor Burke

Seconded: Councillor Renken

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.
CARRIED

RESOLUTION: 2023-094

Moved: Councillor Burke

Seconded: Councillor Renken

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
TOTAL	\$1,500.00
Niche (2 Urns)	\$1,275.00
Care & maintenance	\$225.00
TOTAL	\$1,500.00

CARRIED

NOTICE OF MOTION

No notice of motion tabled

COMMUNITY GROUP MEETING PROGRAM REPORT

No Community Group Meeting Program Reports tabled.

CULTURAL MOMENT

- Celebrating Wellington North's 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

CONFIRMING BY-LAW

RESOLUTION: 2023-095

Moved: Councillor Burke

Seconded: Councillor Renken

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.

CARRIED

ADJOURNMENT

RESOLUTION: 2023-096

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Regular Council meeting of March 6, 2023 be adjourned at 4:31 p.m.

CARRIED

MAYOR

CLERK



2023 BUDGET DISCUSSION

March 6, 2023

2023 Budget Introduction

- On February 26, the Treasurer presented the first draft of the 2023 Budget
- The draft included a “Business As Usual” option that included an operating budget focused on delivering our core services at existing service levels and a capital budget focused on continuing to make progress on our infrastructure needs (new, existing and future).
- The outcome of the Budget process is expected to be:
 - Tax levy decision
 - Capital projects decision
 - Scope of work for core service delivery
 - Confirmation of staff resource level for 2023



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%



Draft 2023 Operating Budget – Base Case/Tax Implication

	<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%
			Impact to Existing Taxpayer	4.82%



Draft 2023 Capital Program – Proposed

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
Grand Total	35,874,790	7,076,660	26,009,530	2,773,600



Draft 2023 Capital Program – Proposed 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
Grand Total	18,146,790	7,076,660	8,281,530	2,773,600

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 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
Total	18,917,988	15,116,742	15,149,892	33,086,190	15,358,190



Draft Capital Program Trend – Funding

Funding Model Source/Year	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023 v1</u>	<u>2023 v2</u>
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		
	18,917,988	15,116,742	15,149,892	17,232,894	17,232,894



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
Grand Total	-20,010,119.09	-606,737.51	-20,616,856.60



Council Direction – What we've heard

- Discussion on the Infrastructure Gap
 - We still have work to do to fund the backlog of needed infrastructure (replacement/rehabilitation)
 - There is an element of growth for much of our new or existing infrastructure needs that must be better understood and quantified so it can be funded appropriately (DCs, debt, Developer Contributions, OCIF, Gas Tax)
 - Having a contingency for potential capital cost overruns seems reasonable

- Human Resource Investments
 - Proposed staffing investments need to be incorporated into the overall draft operating budget for 2023. A strategy for smoothing this increase is requested.



Council Direction – What we've heard

- Additional Budget Scenarios are requested
 - Tax levy increases should be considered in relation to the rate of inflation (6.8%)

- Understanding of Future Growth
 - Growth projections of the community plays an important role in helping determining the appropriate allocation of resources
 - This will impact staging and funding of infrastructure and Township facility requirements (existing, future, excess)
 - 2023 Growth Management Strategy update can address some of these questions



Council Direction

- Direction re: target levy for 2023
- Items required for addition or omission from the current 2023 capital program
 - Mount Forest Pool (Township Upset Limit?)
 - Other items?
- Comfort level with utilization of reserves / reserve funds to reduce contributions to capital program from levy
- Others?





Discussion



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 February 8, 2023.

PRESENTATIONS

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

- Planning Report dated February 7, 2023

PLANNING OPINION

The purpose of this zone amendment is to rezone a portion of the subject land, approximately 0.8 ha (1.97 ac) from Hamlet Commercial (C5) zone to Site Specific Industrial (M1-115) zone to permit a self storage facility. The applicant is proposing to construct three 4,500 self storage buildings on the subject lands and scale the business to include eight to nine storage buildings.

Planning staff have no concerns with the application. The application is consistent with applicable Provincial Policy and generally conforms with the Official Plan. A draft zoning by-law has been attached to this report for public viewing and Councils consideration.

INTRODUCTION

The subject land is legally described as EOSR Div 1 Pt Lot 21 RP 60R2426 Pt 1 and municipality known as 7519 Sideroad 7 E. The subject property is approximately 0.8 ha (1.97 ac) in size and is currently vacant and farmed.

PROPOSAL

The purpose of this zone 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 on the subject lands.

PROVINCIAL PLANNING POLICY

Rezoning's are subject to the Provincial Policy Statement and decisions of a Council are required to be "consistent" with it (Section 4.2). 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.

COUNTY OFFICIAL PLAN

The subject property is located within the HAMLET of Kenilworth. Section 7.4.1 outlines the permitted uses "including local commercial, small scale industrial, institutional may also per permitted where compatible and where adequate levels of service can be provided".

ZONING BY-LAW

The subject lands are zoned Hamlet Commercial (C-5) zone. The purpose of the application is to rezone the subject lands to a site specific Industrial (M1-115) to permit a self storage facility.

Draft Zoning By-law Amendment

A draft Zoning By-law amendment has been prepared for public review and Council's consideration, and is attached to this report.

The proposed site specific zoning for the property includes the following provisions:

- The permitted uses on the subject lands will be limited to a self storage facility.
- Buffering which may include berming, tree plantings, and/or fencing shall be required adjacent to any existing residential dwellings and road allowances.

Site Plan Approval

Planning Staff note that site plan approval will be required for the proposed development which will finalize details relating to tree planting and retention, buffering, fencing, snow storage etc. and address compatibility of the building with the adjacent properties.

CORRESPONDENCE FOR COUNCIL'S REVIEW

Andrew Herreman, Resource Planning Technician, Grand River Conservation Authority

- Letter dated February 16, 2023 (No Objection)

Jim Martin, JKW Farms

- Email dated February 23, 2023 (concerns)

REQUEST FOR NOTICE OF DECISION

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

MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

Brad Reist, BJ Industries Inc., and Robert Major, agent, were present to answer questions regarding the application.

Cathy Conrad, representing JKW Farms, expressed concerns with potential trespassing and dumping of garbage onto their surrounding agricultural lands. They would like to see fencing installed to prevent this from happening.

COMMENTS/QUESTIONS FROM COUNCIL

Renken inquired if the neighbouring farm around this property has a residence near the proposed storage. Ms. Conrad explained there is no residence, it's vacant farmland. At this time there is no plan to build a residence. It's the trespassing and dumping of garbage they would like to prevent.

Councillor Hern shared the concerns raised and asked if the applicants would consider something to prevent trespassing. Is the applicant going to have 24-hour cameras, similar to most self storage facilities. Robert Major, agent, stated that they are planning on installing fencing to help prevent trespassing. These projects usually are not high traffic areas. Something of this scale will attract approximately 2 people per hour. As far as security cameras, they haven't looked into surveillance. It is something they could look into; but they don't think it will be an issue.

Councillor Hern inquired if fencing can be required by the Committee. Mr. Daoust, Senior Planner stated that at the site plan stage it will be looked at and ultimately be required at that stage. Mayor Lennox commented that in terms of surveillance the users of it may appreciate that as much as the neighbours in terms of catching illegal behaviour.

ADJOURNMENT

RESOLUTION: 003-2023

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Public Meeting of March 6, 2023 be adjourned at 4:04 pm.

CARRIED

MAYOR

CLERK



146 George St., P.O. Box
Arthur, Ontario N0G 1A0
(519)-848-5603

Directors Meeting Minutes

March 8th, 2023

Attending: *Brea Smith, Faye Craig, Bonnie McIntosh, C. Lisa Hern*

Regrets: *Dale Small, Paula Coffey, Tom Gorecki*

Brea called the meeting to order @ 5:32 pm and welcomed everyone.

Approval of previous months updates & December minutes:

-Accept & Agreed by all in attendance.

Committee Reports:

Economic Development Report – Dale Small (not present):

- Lisa: recap EDO. Hawksnest back- mini Dragons Den in Wellington North, business training.
- entry for grants due all by end of March
- Farmers Market opens June 17 in Mount Forest.
- Volunteer Appreciation Dinner in Arthur April 20th.

Council Report – Counsellor Lisa Hern:

- Lots of council meetings – budget main focus, pool talk in Mount Forest, housing.
- strategic planning set up for 5-10 year outlooks.
- discussion on chamber building. Address flooring at the door, Brea to email Dale regarding any possible grants to have the entry way fixed for safety reasons while we await decisions on renovations, outlook approx. 2024/2025 or beyond as they haven't been brought for budgeting yet. *(email sent)*

Business arising from the previous meeting/New Business

- July 1st Festivities: update re: vendor tables, currently 4 fully confirmed with deposit paid.
- Broadline quote for 1 toilet, 1 sink \$254.25. Brea to email PH to confirm if we have any requirements to meet for how many facilities need to be available. *(email sent)*

PH does not provide guidance on quantity of facilities, they only ensure we have them onsite with inspections on day of. PH suggests we give event details to a rental company (Broadline) and they will have a suggestions for us.

- Road closure/location: Tom was going to talk with BIA to get their opinion, Brea will follow up with Tom. Decision on location needs to be made so that the process for road closure can be initiated. *(email sent)*. Brea also to reach out to the Pentecostal Church regarding any weddings or specials events for that weekend. *(email sent)*

- Easter Scavenger hunt – Brea to reach out to membership in hopes to have businesses donate/contribute towards prizing.

- Bonnie – Jim Phillips reached out to say that he is interested in financially supporting a bakery/breakfast location/business that is felt that Arthur needs. He is interested in having a meeting to brainstorm ideas, would Chamber or BIA be interested in hosting? Decision, Chamber would be able to sit in on the meeting but unfortunately we do not have much we could contribute beyond opinion. Bonnie to reach out to Angela at the BIA to see what direction Jim could move in from here.

- Bonnie Sue Hogencamp CPR Certifications, do we want to host again? Chamber just organize/hosts the event, does not cover cost. Firehall was the location last time, Brea to email the township to inquire about donating a space to host the event, could benefit the lifeguard situation as well. *(email sent)* Brea email Sue to inquire about potential available dates to run the course. *(email sent)*

Presidents Report – Tom

-nothing to report

Correspondence:

- Fran potential event dates for Cash & Carry. April 8: Easter Bunny; May 12&13: Mothers Day Mini Markey/Sidewalk Sale; June 24: Street Market; September 9: Fall Market,

Financial Statements:

- Provided by Be Sure Financial. – no concerns. Bonnie to confirm account balances via email & inquire when MOU is expected. *(MOU confirmed by Dale to be late April/early May)*

Meeting Adjourned: 6:30pm

Meeting Outline for 2023

April 12th, 2023
 May 10th, 2023
 June 14th, 2023
 September 13th, 2023
 October 11th, 2023
 November 8th, 2023
 December 13th, 2023

Dates to Remember

Easter Egg Scavenger Hunt – April 3rd – April 10th, 2023
 Easter Bunny @ Cash & Carry April 8th

VII. Open Issues

a) Office Operations - Stacey/Sharon

Tenants were served their rent increase notices by 2.1% and 2.2% - These will take effect as of April 1st, 2023.

The new office printer has arrived.

Social Media Update – Stacey

Stacey is going to add auto responses to the Chamber’s social media pages and email, that will include our mission statement.

Mount Forest Fireworks Festival Update – Sharon

Deposits have started going out.

Entertainment lineup is finalised.

The committee is looking to produce training videos for the volunteers.

Stacey and Sharon will be in Niagara Falls attending the 2023 Festivals and Events

Ontario Conference from March 6-9th – They have also applied for two different awards.

Business, Visitors & Community Guide 2023/24 – Stacey

The board is hesitant to proceed with the guide as there could be a potential money loss due to the costs of printing.

The Wellington Advertiser wants a confirmation to proceed.

Stacey is going to look into the cost and process of creating an app instead that we could still include ad space and other information in.

Stacey is to request new quotes for 3500 copies as well.

VIII. New Business

a) Business After 5:00

Stacey is to follow up with Magpie’s to see if they still intend to become a member and participate in the next BA5.

We intend to hold the next event at Hybrid hair & Detox Spa and Magpie’s Bakery in May. Date is to be determined.

Lunch and Learns

Stacey is to schedule all 5 free sessions, one a month until June. The board has agreed that these should be available to everyone and not just members.

“What is a Chamber?” Campaign

Stacey and Sharon have been talking to 88.7 The River regarding the possibility of a mini-series about what the Chamber is.

Stacey is going to start a weekly Chamber post as to what the Chamber is as well starting with our mission statement.

IX. Round Table

Stacey – Needed shirt sizes for the board members and will have new ones made.

Mel – N/A

Lisa – N/A

Joe - Would like the board to gather as a group and donate to the blood clinic together.

He also inquired on whose responsibility it is to maintain/upgrade the service club signs on the edge of town. He would like to look into getting these repaired.

He would also like to look into what it takes to remove the Chamber's second Facebook page to avoid public confusion.

Erin – Made some suggestions on evolving the Chamber in order to offer our members services that are better suited for today's needs. She would also like to rebuild the foundation of the Chamber to make it stronger. She would like more training for Stacey and the Board of Directors and to see the remaining positions filled on the board. She would like us to look into other website options to reduce some of the Chamber expenses.

Chris – Is seeking greater clarity on tasks to be delegated and executed by him so he feels like his time is being put to use by acting as director of Hybrid Hair and Detox Spa

Trina – Is seeking clarity of task delegation. Strong marketing outreaches including surveys to receive feedback and hopefully add more value to our membership. They would like to see more members at the Chamber and more of the board positions filled. Is also looking for training for the board and how she can be of greatest service to strengthen the Chamber.

Shawn – N/A

Sharon – N/A

X. Adjournment

Meeting adjourned at 8:39 pm, February 13th, 2023



WELLINGTON NORTH

SEMPER PORRO

EDO Update February 2023 M.F. Chamber of Commerce

Memorandum of Understanding The new two-year MOU between the Township and Chamber has now been signed by both parties and a copy provided to the Chamber for your records. In the MOU we suggest bringing both Chambers and BIA's together for a joint discussion during 2023. More to come on this however it may occur as part of the community engagement during the Township's Strategic Planning process which has recently launched.

Northern Wellington Ec. Dev January marketing promotion: Our January program, #Local Love, was very successful. 15 @ \$100 gift cards were given away and thank you to Stacey for helping share our posts. Some of the positive community stories that were received have been shared every day this month leading up to Valentine's Day and some are also in last week's Community News.

Hawks Nest Program This Dragons Den's inspired event is back in 2023 and Wellington North is once again a sponsor. Mount Forest resident Laura Demille is the Hawks Nest Project Coordinator. Five Wellington North businesses signed up for the free, virtual, Business Plan Training workshop in January so hopefully a few of them will submit applications. More details can be found at: <https://sbdca.ca/business-services/hawks-nest>

Grants & Donations Program Grants and Donations application requests from service and community groups need to be into the Township by the end of March as council decision these applications in April. For the Chamber, as per the MOU, the Fireworks Festival, as well as any other funding requests not included in the MOU, must be submitted. Last year, 38 applications were approved totalling \$51,894.75 in grant funding.


WN Farmers Market The WN Farmers Market will open for its tenth season on Saturday June 17th and run to Sept. 30th. Same time 8:30am – noon, and same location, Victory Community Centre. Last year as part of the Fireworks Festival the Market was allowed to move to the corner of King and Main on the Saturday. We would like to do that again this year if it is acceptable to the Fireworks committee.

Senior of the Year, Volunteer Celebration & Newcomer welcome National Volunteer Week takes place from April 16th – 22nd and we are hosting a Volunteer Celebration & Newcomer Welcome in Arthur on April 20th from 4:30pm – 7:00pm. Register at the following Eventbrite link up until April 6th: <https://www.eventbrite.com/e/2023-volunteer-and-newcomer-celebration-tickets-519685743047> As part of this celebration, we will also present the 2023 Senior of the Year award.

A volunteer celebration and Newcomer welcome has also been scheduled for September 15th in Mount Forest.

Township of Wellington North Year in Review This nine page review will be distributed by the Wellington Advertiser sometime this month. I have brought a couple of copies for your information.


Saugeen Connects partnership: *International Women's Day* is on March 8th and we are launching our Advancement of Women Program with an in-person event with guest speaker. Thank you to Sharon & Heather Reeves for organizing W.N. panelist, Dr Kim Watson, for this event. Registration is required <https://www.eventbrite.com/e/international-womens-day-inspiring-women-embracing-equity-tickets-536077842257>



INTERNATIONAL WOMEN'S DAY

Presents:
Keynote Speaker


MALISSA BRYAN



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


TICKETS \$25 PER PERSON

Panellist Discussion:



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

For more information email andrea@sbdc.ca or visit www.saugeenconnects.com



Advancement of Women webinar series. For the third year we are hosting a series of lunchtime learning sessions. Over the next few weeks, you will see a significant amount of promotion going on and the Chambers support to help get the message out is appreciated. Maximum number of participants in this program is twenty-five so register early.

ADVANCING WOMEN ECONOMICALLY

100% VIRTUAL
LIMITED SPOTS AVAILABLE - CONTACT US TODAY!

Lunchtime Learning Sessions | Monday | 11AM - 1PM

Week 1: Join us for our International Women's Day launch on **Wednesday, March 8th, 6 PM - 9 PM** featuring keynote speaker Malissa Bryan of the Rainbow Diversity Institute and dinner provided by Harley's Pub & Perk

Through a Series of 10 Virtual Webinars

March 13th	Week 2: How to be visible & active in a rural community
March 20th	Week 3: How to promote to your target audience
March 27th	Week 4: Branding 101
April 3rd	Week 5: How to level up your business this year with self-care
April 10th	Week 6: How to succeed in an industry dominated by men
April 17th	Week 7: How to apply for grants
April 24th	Week 8: Keeping your financials on track
May 1st	Week 9: Start your business roadmap
May 8th	Week 10: Building brand equity for your future
May 15th	Week 11: Networking Luncheon (In-person)

Email andrea@sbdc.ca to register or call 519-799-5750 X301

Upon completion of all sessions and required paperwork, you may qualify for \$500 to help overcome barriers and invest in your future. For more information, visit www.saugeenconnects.com





WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of March 20, 2023

From: Tammy Pringle, Development Clerk

Subject: DC 2023-011, 2831468 ONTARIO LTD.
SITE PLAN AGREEMENT, 241 INDUSTRIAL DRIVE

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information Report DC 2023-011 regarding the Final Approval of the 2831468 Ontario Ltd. Site Plan Agreement.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

None

BACKGROUND

Subject Lands

The property is located in the town of Mount Forest. The subject lands are in the north west quadrant of the town with a civic address of 241 Industrial Dr. The land holding is approximately 1.14 acres and is legally known as PART LOT 32, CONCESSION 1, DIVISION 3 NORMANBY, BEING PARTS 3 AND 4 ON PLAN 61R21920; TOWNSHIP OF WELLINGTON NORTH.

The Proposal

The Owner has applied for Site Plan Approval from the Township to construct a 2,600 square foot industrial (coverall) building for storage. This project will include site servicing, grading and stormwater management.

Existing Policy Framework

The subject lands are designated M1 Industrial Commercial Zone in the Township of Wellington North Zoning By-Law 66-01 and Industrial in the County of Wellington Official Plan.

COMMENTS AND ANALYSIS

The applicant has satisfied staff that this proposed development will be constructed in a manner that is consistent with municipal standards and best practices. A copy of the agreement is attached.

COMMUNICATION PLAN

The executed site plan agreement has been forwarded to the Township's solicitor for registration.

FINANCIAL CONSIDERATIONS

This proposal has no financial impact on the municipality as the Owner has provided securities and deposits to ensure all of the Works will be completed.

ATTACHMENTS

- A. Location Map
- B. Site Plan Agreement

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	<i>Tammy Pringle</i>
Recommended By:	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>

SCHEDULE A – Location Map



SCHEDULE B –Site Plan Control Agreement

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made this 7 day of March, 2023.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
(the "Township")
OF THE FIRST PART

-and-

2831468 ONTARIO LTD.
(hereinafter collectively called the "Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the lands described as

PART LOT 32, CONCESSION 1, DIVISION 3 NORMANBY, BEING PARTS 3 AND 4
ON PLAN 61R21920; TOWNSHIP OF WELLINGTON NORTH

PIN: 71072-0144 (LT)

(hereinafter called the "Lands")

AND WHEREAS the Township has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, which said By-law affects the Lands;

AND WHEREAS this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings submitted by the Owner pursuant to Section 41 of the *Planning Act*.

AND WHEREAS the Owner has submitted to the Township, plans and drawings of a proposed development on the Lands described in Schedule "A" attached hereto;

AND WHEREAS the Township approved the plans and drawings submitted by the Owner subject to certain conditions;

AND WHEREAS these plans can be viewed at the Offices of The Corporation of the Township of Wellington North, 7490 Sideroad 7 West, Kenilworth, Ontario.

NOW THEREFORE in consideration of the mutual covenants hereinafter expressed, the Township's approval of the plans and drawings described herein and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows:

1. Plans showing the location of all buildings and structures to be erected on the Lands and showing the location of all facilities and works to be provided in conjunction therewith including, without limitation, all facilities and works required under Section 3 below (the "Plans").
2. The Owner covenants and agrees to construct all buildings, structures, facilities and works in accordance with the Plans.
3. The Owner agrees that the building or buildings shall be erected and the project shall be completed in accordance with the Plans and all applicable laws, including without limitation, the exterior building design, site, elevation, landscape-buffering and layout plans as approved by the Township, subject only to such changes as are approved, in writing, by the Township. The Township reserves the right to waive or rescind any term or condition contained in this

- Agreement provided that such condition is waived or rescinded by Resolution of Council.
4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph Section 3 of this Agreement.
 5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catch basins, where necessary, in a manner approved by the Township and/or The Corporation of the County of Wellington (the "County").
 6. The Owner agrees that snow shall be removed from the parking lot area for the Lands.
 7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
 8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
 9. The Owner shall, where required by Township and/or County resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
 10. The Owner hereby releases and indemnifies the Township, the Township's consulting engineer, and, where applicable, the County, its servants, consultants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the proper maintenance and operation of the matters and facilities required by virtue of this Agreement.
 11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township (the "Offsite Works"), the Owner shall:
 - a) The Owner shall obtain and maintain in full force and effect a policy of comprehensive general liability insurance, completed operations insurance, and automobile liability insurance, providing coverage for a limit of not less than FIVE MILLION DOLLARS (\$5,000,000.00) for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly out of the acts or omissions of the Owner. Such policy or policies shall be issued in the joint names of the Owner, with the Township and the Township's consulting engineer as additional insurers, and the form and content shall be subject to the approval of the Township. The policy shall be in effect for the period described in 11 (e) of this agreement. The issuance of such policy or policies of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible. A Certificate of Insurance shall be provided prior to the start of construction and on an annual basis. The policy shall specify that it cannot be altered, cancelled, or allowed to lapse unless prior notice by registered mail has been received thirty (30) days in advance by the Township.

- b) If requested by the Township and prior to the commencement of the Offsite Works, the Owner's contractor shall forward a Certificate of Insurance evidencing this insurance with the executed Agreement.
- c) It is also understood and agreed that in the event of a claim any deductible or self-insured retention under these policies of insurance shall be the sole responsibility of the Developer and that this coverage shall preclude subrogation claims against the Township and will be primary insurance in response to claims.
- d) The Township's claims process for Third Party claims is to refer the claimant, including lien claimants, directly to the Developer and to leave the resolution of the claim with the Contractor. This applies regardless of whether or not it is an insured loss.
- (e) The Owner shall, upon the earlier of (a) commencing any works on the relevant lands, or (b) applying for a building permit, supply the Township with cash or a letter of credit (the "Offsite Works Security Deposit") in form satisfactory to the Chief Building Official ("CBO") sufficiently guaranteeing the satisfactory completion of the offsite works on Township property described in or contemplated by this Agreement and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a minimum period of two (2) years from the date of certification of substantial completion, and receive written approval from the Township Engineer. The Security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer and all Works have been certified by the Owner's Engineer, the Security may be reduced to an amount equal to Ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said minimum two (2) years period. No interest shall be payable on any such security deposit. The Township will not be required to provide Final Acceptance during the winter months or any other time of year when inspection of the Works and services is impractical due to snow cover or other adverse conditions.
- (f) The Owner hereby acknowledges and agrees that should there be a deficiency in or failure to carry out any work or matter required by any clause of this Agreement, whether or not such work or matter is specifically secured by way of letter of credit, and the Owner fails to comply, within thirty (30) days written notice, with a direction to carry out such work or matter, the Township may draw on the letter of credit and enter onto the subject lands and complete all outstanding works or matters, and pay all costs and expenses incurred thereby from the proceeds so drawn.
- (g) The Owner hereby acknowledges and agrees that the Township reserves the right to draw on and use the letter of credit to complete any work or matter required to be done by the Owner pursuant to this Agreement. The Owner further acknowledges and agrees that, notwithstanding subsection 11(e) to this Agreement, in the event that the Municipality determines that any reduction in the letter of credit will create a shortfall with respect to securing the completion of any work or matter remaining to be carried out by the Owner pursuant to this Agreement, the Municipality will not be obligated to reduce the letter of credit until such time as such work is completed to the satisfaction of the Municipality or the Municipality has sufficient security to ensure that such work will be completed.

12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township (the "Onsite Works") the Owner shall:
 - a) Provide the Township with, upon the earlier of (a) commencing any Onsite Works on the relevant lands, or (b) applying for a building permit, supply the Township with a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of FIFTY THOUSAND DOLLARS (\$50,000) of the cost of works and facilities relating to onsite servicing, storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works (the "Onsite Works Security Deposit"). No interest shall be payable on any such security deposit.
 - b) Complete the said works and facilities within a period of one (1) year from the date of issuance of a building permit, or within two (2) years of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including survey, engineering, architectural (including landscape architect where required), or another professional certification, at the Owner's sole expense. When a substantial amount of the work is completed to the satisfaction of the Township, the Security may be reduced to an amount determined by the Township for each phase and shall not be further reduced until the Township has approved the works.
 - c) Upon failure of the Owner to complete the said works and facilities within the said one year period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the relevant lands to perform the said works and facilities.
13. The Owner shall grade the Lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Approved Grading Plans. The Owner shall not use or cause or permit to be used any new construction on the Lands until after an as-built grading survey has been provided by an Ontario Land Surveyor and a professional engineer or architect has given the Township, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the Lands which fall within the provisions of Section 41 of the *Planning Act* and are required for this development by the Plans and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect.
14. The Owner covenants and agrees not to permit the Lands to drain otherwise than into a properly installed drainage system with proper catchbasins and the grades and drainage facilities shall be so established as to provide roof water onto the internal system and maintain an on-site storm water management system to limit storm run-off from the site to a predevelopment rate of flow and to indemnify and save harmless the Township from any liability for excess run-off as a result of construction or development on the Lands.
15. The Owner covenants and agrees to implement and monitor on-site sediment and erosion control measures, during construction of this development, to the satisfaction of the Township and to allow the Township and its agents, in perpetuity, access to the Lands to inspect roof drains, inlet control devices and storm water management facilities.
16. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the Owner may be required to apply dust suppressants, covering stockpiles of topsoil with tarps or

- applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
17. The Township and Owner agree that the Owner may choose to develop the Lands in phases and in accordance with the approved phasing plan, as shown on the approved Plans. In such case, the Owner agrees as follows:
 - a) that the Owner will not apply for nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;
 - b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required for site plan approval of each phase;
 - c) that the Owner shall provide to the Township a letter of credit or other satisfactory security in an amount to be determined by the CAO or the Chief Building Official (the "CBO"), and the provisions of this Agreement shall apply to such security with respect to such phase(s); and
 - d) that the provisions of this Agreement shall apply to all such phases.
 18. The Owner covenants and agrees to have the Owner's Engineer prepare and submit As Recorded Drawings within six (6) months of completion of the Works to the Township's Development Technologist for review in electronic files (PDF) format. Once approved by Township, the Owner shall submit three (3) bound paper sets of drawings printed on 24" x 36" paper copies and electronic files (PDF and AutoCAD or similar and GIS shape files). Refer to current Township Municipal Servicing Standards for current as constructed drawing submission requirements.
 19. The Owner covenants and agrees to have the Owner's Engineer prepare and submit to the Township within six (6) months of completion of the Works an individual Service Record Sheet (SRS) on 8.5" x 11" paper for each property. SRS to be submitted to the Township's Development Technologist for review, until approved, at which time the Township requests two (2) paper sets of SRS 8.5" x 11" and electronic files (PDF). SRS are required for each municipal service within the development; drinking water, sanitary sewer and storm sewer. Refer to current Township Municipal Servicing Standards for Service Record Sheets submission requirements and template.
 20. The Owner covenants and agrees to make all necessary arrangements and to be solely responsible for the costs of removing and relocating any existing municipal or public services requiring relocation in the course of, or in connection with, the construction, installation or provision of the works, services and facilities under this Agreement.
 21. This Agreement shall be registered against title to the Lands at the Owner's expense. It is understood and agreed that, after this Agreement has been registered against title, it shall not be released by the Township. After all terms and conditions of this Agreement have been complied with to the satisfaction of the Township; the Township, upon request and at the Owner's expense, shall issue a Certificate of Compliance certifying compliance with this Agreement to the date of the Certificate.
 22. The Owner hereby grants to the Township, its servants, agents and contractors a license to enter onto the Lands and into structures for the purpose of inspecting the works and the Lands or for any other purpose pursuant to the rights of the Township under this Agreement.
 23. The Owner hereby grants, covenants, and agrees that the Township, its servants, agents and contractors shall be permitted to enter onto the Lands and

into structures to conduct any required work deemed necessary by the Township in the event of default by the Owner and may recover any expenses incurred by drawing upon the Onsite Security Deposit and Offsite Security Deposit provided in paragraphs 11 and 12 for either Block.

24. The Owner shall obtain from all mortgagees, charges and other persons having an interest in the Lands a postponement of their respective interests to this Agreement in a form satisfactory to the Township and said postponement(s) shall be registered against title to the Lands at the expense of the Owner so that this Agreement shall have priority over all other interests registered against the Lands. The Owner acknowledges and agrees that the site plan approval in respect of the Lands shall be conditional upon obtaining the above postponement documents and registering them against title to the Lands.
25. The covenants, agreements, conditions and understandings set out herein and in Schedule "B" hereto, which form part of this Agreement, shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, as the case may be.
26. If the proposed development governed by this Agreement is not commenced within two (2) years from the date of the execution of this Agreement, or if the Owner does not make a submission for site plan approval of its broader development of the Lands within two (2) years from the date of the execution of this Agreement, the Township may, at its sole option and on sixty (60) days' notice to the Owner, declare this Agreement null and void and of no further force and effect. The refund of any fees, levies or other charges paid by the Owner pursuant to this Agreement shall be in the sole discretion of the Township, but under no circumstances will interest be paid on any refund.
27. Nothing in this Agreement constitutes a waiver of the Owner's duty to comply with any By-law of the Township or any other law.

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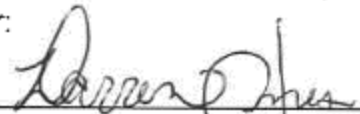
SITE PLAN AGREEMENT
2831468 ONTARIO LTD.

7

THIS AGREEMENT is executed by the Township this 7 day of March, 2023.

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

Per:



DARREN JONES – CHIEF BUILDING OFFICIAL
I have authority to bind the corporation.

THIS AGREEMENT is executed by the owner this 7th day of March, 2023.

2831468 ONTARIO INC.

Per:



ERWIN ARTHUR, SECRETARY
I/we have authority to bind the corporation.

DEVELOPER'S MAILING ADDRESS: 251086 Concession 2, RR 4, Mount Forest, N0G 2L0
DEVELOPER'S PHONE NUMBER: 519-323-7798
DEVELOPER'S EMAIL ADDRESS: arbroexcavating@hotmail.com

SCHEDULE "A"**Approved Plan and Drawings**

1. 2831468 Ontario Ltd., Township of Wellington North, Project No. 322021, Engineer's Drawings prepared by GM BluePlan Engineering , 975 Wallace Avenue North, Listowel, ON, N4W 1M6, bearing the signature and seal of B.J. Fritz, P.Eng., Licensed Professional Engineer over the date of January 6, 2023, including the following drawings:

DOCUMENT NUMBER	DOCUMENT NAME	REVISION NUMBER	REVISION DATE	PREPARED BY
1	Site Servicing and Grading Plan	2	01/26/2023	GM BluePlan Engineering
SP1	Site Plan	2	01/26/2023	GM BluePlan Engineering
	Stormwater Management Design Report		September 2022, Revised January 2023	GM BluePlan Engineering

SCHEDULE "B"**Site Specific Requirements**

The provisions set out in this Schedule are site specific requirements that relate to the Lands. This Schedule shall be read in conjunction with the provisions of the main body of this Agreement, but to the extent that there is any inconsistency or conflict between the two sets of provisions, the following terms of this Schedule shall prevail.

1. The Owner agrees that all the services, works, facilities and matters required under this Agreement located on the lands shall be maintained for the life of the proposed development covered by the Site Plan at the Owner's, and each subsequent Owner of Lots or Blocks within the development, expense, including the buried stormwater management works, grass swales, surface treatment of parking areas, line painting and associated signage of parking stalls, and landscaping. The Owner shall give the Township and its agents reasonable access on reasonable notice to the lands for the purpose of verification of compliance with the terms of this Agreement. The requirement includes, but is not limited to, the annual inspection and cleaning of the storm sand filter system.
2. The Owner shall give the Township and its agent reasonable access on reasonable notice to the lands for the purpose of access to SWM pond outlet structure (CB1) for the inspection, removal, replacement, reconstruction, maintenance and repair of underground service, which include storm water lines and pipe and associated pipes and equipment for the collection and transportation of water, together with the right of ingress and egress for all purposes necessary or incidental to the exercise.
3. The Owner shall obtain an Environmental Compliance Approval from the Ministry of the Environment, Conservation and Parks for the stormwater management (SWM) works, prior to occupancy of the building.
4. The Owner will be responsible for the future cost of paving the driveway entrance.
5. The Owner shall ensure that gravel driveway and gravel access area maintenance activities shall not alter the intention of the drainage design, including the conveyance of all site runoff to the stormwater management pond for quantity and quality control, as per the approved GMBLuePlan Engineering Site Plan and Site Servicing and Grading Plan.
6. The Owner shall maintain the SWM works to ensure proper stormwater runoff quantity and quality control, including following the monitoring and cleaning recommendations for the sand filter system that is listed within the GM BluePlan Stormwater Management Design Report, GMBP File: 322021, dated September 2022, Revised January 2023.
7. The Owner agrees that any outdoor display areas or outdoor storage areas be minimal and that they conform to the regulations set out in the Township of Wellington North Comprehensive Zoning By-law.
8. The proposed trees shall be in conformance with the Township of Wellington North Municipal Servicing Standards.



Staff Report

To: Mayor and Members of Council Meeting of March 20, 2023

From: Tammy Pringle, Development Clerk

Subject: **DC 2023-011, ALL TREAT FARMS LIMITED
SITE PLAN AGREEMENT, 7963 WELLINGTON ROAD 109, ARTHUR**

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information Report DC 2023-011 regarding the Final Approval of the All Treat Farms Limited Site Plan Agreement.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

- DC 2021-013 Site Plan Agreement to expand existing facilities to include expanded processing areas registered as WC634530;
- By-law 013-21 Zoning Amendment to allow for the expansion of the existing composting facility;
- Official Plan Amendment #114 (OPA 114) to extend the Rural Employment Area designation

BACKGROUND

Subject Lands

The property is outside of the Village of Arthur in the former Township of Peel. The subject lands are in the south west quadrant of the township south of Wellington Road 109 and west of County Road 12 with a civic address of 7963 Wellington Road 109.

The land holding is approximately 164 acres and is legally known as: FIRSTLY PART LOT 9 CONCESSION 19 PEEL, PART 2 PLAN 61R21806; TOWNSHIP OF WELLINGTON NORTH AND SECONDLY PART LOT 8 CONCESSION 19 AND PART LOT 9 CONCESSION 19 PEEL, PARTS 1 & 2, 60R-2306 AND SAVE & EXCEPT PART 1 61R-21806 WELLINGTON NORTH; SUBJECT TO AN EASEMENT IN GROSS OVER PTS 1 & 2, 61R11991 AS IN WC366084; TOWNSHIP OF WELLINGTON NORTH

The Proposal

The Owner has applied for Site Plan Approval from the Township to construct a compost packaging plant which will including some office space and entrance off of Wellington Road 109. This project will include site grading, servicing, drainage plan and landscaping. A geotechnical investigation report and traffic impact brief were submitted as part of the application.

Existing Policy Framework

The subject lands are designated RIN-56 & RIN-57 Rural Industrial Exception Zones with some NE Natural Environment Zone in the Township of Wellington North Zoning By-Law 66-01 and Rural Employment Area in the County of Wellington Official Plan.

COMMENTS AND ANALYSIS

The applicant has satisfied staff that this proposed development will be constructed in a manner that is consistent with municipal standards and best practices. A copy of the agreement is attached.

COMMUNICATION PLAN

The executed site plan agreement will be forwarded to the Township's solicitor for registration.

FINANCIAL CONSIDERATIONS

This proposal has no financial impact on the municipality as the Owner has provided securities and deposits to ensure all of the Works will be completed.

ATTACHMENTS

- A. Location Map
- B. Draft Site Plan Agreement

STRATEGIC PLAN 2019 – 2022

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

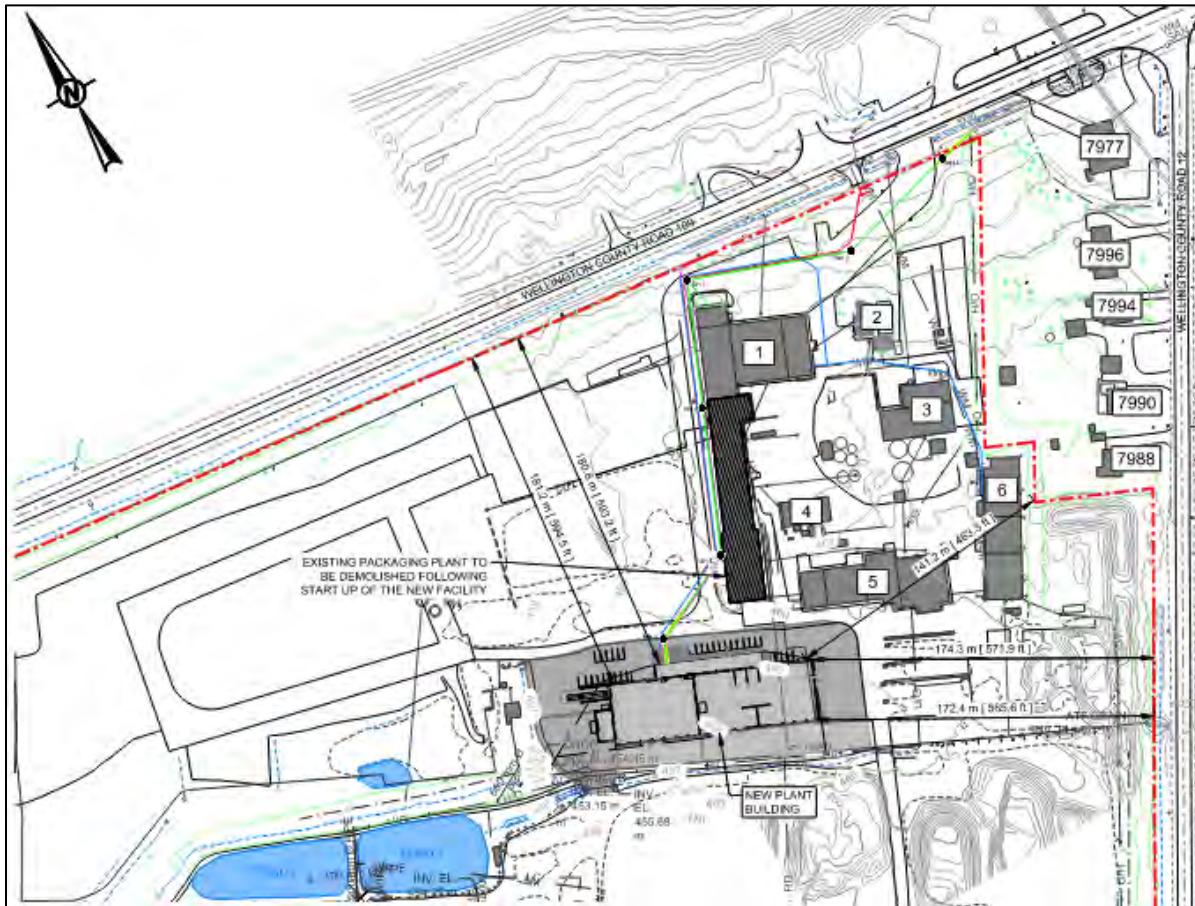
Yes No N/A

Which priority does this report support?

Modernization and Efficiency Partnerships
 Municipal Infrastructure Alignment and Integration

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

SCHEDULE A – Location Map



SCHEDULE B – DRAFT Site Plan Control Agreement

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2022.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
(the "Township")
OF THE FIRST PART

-and-

ALL TREAT FARMS LIMITED
(hereinafter collectively called the "Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the lands described as:

FIRSTLY PART LOT 9 CONCESSION 19 PEEL, PART 2 PLAN 61R21806; TOWNSHIP OF WELLINGTON NORTH AND SECONDLY PART LOT 8 CONCESSION 19 AND PART LOT 9 CONCESSION 19 PEEL, PARTS 1 & 2, 60R-2306 AND SAVE & EXCEPT PART 1 61R-21806 WELLINGTON NORTH; SUBJECT TO AN EASEMENT IN GROSS OVER PTS 1 & 2, 61R11991 AS IN WC366084; TOWNSHIP OF WELLINGTON NORTH

PIN: 71464-0176

(hereinafter called the "Lands")

AND WHEREAS the Township has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, which said By-law affects the Lands;

AND WHEREAS this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings submitted by the Owner pursuant to Section 41 of the *Planning Act*.

AND WHEREAS the Owner has submitted to the Township, plans and drawings of a proposed development on the Lands described in Schedule "A" attached hereto;

AND WHEREAS the Township approved the plans and drawings submitted by the Owner subject to certain conditions;

AND WHEREAS these plans can be viewed at the Offices of The Corporation of the Township of Wellington North, 7490 Sideroad 7 West, Kenilworth, Ontario.

NOW THEREFORE in consideration of the mutual covenants hereinafter expressed, the Township's approval of the plans and drawings described herein and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows:

1. Plans showing the location of all buildings and structures to be erected on the Lands and showing the location of all facilities and works to be provided in conjunction therewith including, without limitation, all facilities and works required under Section 3 below (the "Plans").
2. The Owner covenants and agrees to construct all buildings, structures, facilities and works in accordance with the Plans.
3. The Owner agrees that the building or buildings shall be erected and the project shall be completed in accordance with the Plans and all applicable laws, including without limitation, the exterior building design, site, elevation,

- landscape-buffering and layout plans as approved by the Township, subject only to such changes as are approved, in writing, by the Township. The Township reserves the right to waive or rescind any term or condition contained in this Agreement provided that such condition is waived or rescinded by Resolution of Council.
4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph Section 3 of this Agreement.
 5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catch basins, where necessary, in a manner approved by the Township and/or The Corporation of the County of Wellington (the "County").
 6. The Owner agrees that snow shall be removed from the parking lot area for the Lands.
 7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
 8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
 9. The Owner shall, where required by Township and/or County resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
 10. The Owner hereby releases and indemnifies the Township, the Township's consulting engineer, and, where applicable, the County, its servants, consultants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the proper maintenance and operation of the matters and facilities required by virtue of this Agreement.
 11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township (the "Offsite Works"), the Owner shall:
 - a) The Owner shall obtain and maintain in full force and effect a policy of comprehensive general liability insurance, completed operations insurance, and automobile liability insurance, providing coverage for a limit of not less than FIVE MILLION DOLLARS (\$5,000,000.00) for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly out of the acts or omissions of the Owner. Such policy or policies shall be issued in the joint names of the Owner, with the Township and the Township's consulting engineer as additional insurers, and the form and content shall be subject to the approval of the Township. The policy shall be in effect for the period described in 11 (e) of this agreement. The issuance of such policy or policies of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible. A Certificate of Insurance shall be provided prior to the start of construction and on an annual basis. The policy shall specify that it cannot be altered, cancelled, or allowed to lapse unless prior notice by registered mail has been received thirty (30) days in advance by the Township.

- b) If requested by the Township and prior to the commencement of the Offsite Works, the Owner's contractor shall forward a Certificate of Insurance evidencing this insurance with the executed Agreement.
- c) It is also understood and agreed that in the event of a claim any deductible or self-insured retention under these policies of insurance shall be the sole responsibility of the Developer and that this coverage shall preclude subrogation claims against the Township and will be primary insurance in response to claims.
- d) The Township's claims process for Third Party claims is to refer the claimant, including lien claimants, directly to the Developer and to leave the resolution of the claim with the Contractor. This applies regardless of whether or not it is an insured loss.
- e) The Owner shall, upon the earlier of (a) commencing any works on the relevant lands, or (b) applying for a building permit, supply the Township with cash or a letter of credit (the "Offsite Works Security Deposit") in form satisfactory to the Chief Building Official ("CBO") and in an amount of Twenty Two Thousand, Seven Hundred and Fifty Dollars (\$22,750.00) as found in Schedule C, sufficiently guaranteeing the satisfactory completion of the offsite works on Township property described in or contemplated by this Agreement and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a minimum period of two (2) years from the date of certification of substantial completion, and receive written approval from the Township Engineer. The Security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer and all Works have been certified by the Owner's Engineer, the Security may be reduced to an amount equal to Ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said minimum two (2) years period. No interest shall be payable on any such security deposit. The Township will not be required to provide Final Acceptance during the winter months or any other time of year when inspection of the Works and services is impractical due to snow cover or other adverse conditions.
- f) The Owner hereby acknowledges and agrees that should there be a deficiency in or failure to carry out any work or matter required by any clause of this Agreement, whether or not such work or matter is specifically secured by way of letter of credit, and the Owner fails to comply, within thirty (30) days written notice, with a direction to carry out such work or matter, the Township may draw on the letter of credit and enter onto the subject lands and complete all outstanding works or matters, and pay all costs and expenses incurred thereby from the proceeds so drawn.
- g) The Owner hereby acknowledges and agrees that the Township reserves the right to draw on and use the letter of credit to complete any work or matter required to be done by the Owner pursuant to this Agreement. The Owner further acknowledges and agrees that, notwithstanding subsection 11(e) to this Agreement, in the event that the Municipality determines that any reduction in the letter of credit will create a shortfall with respect to securing the completion of any work or matter remaining to be carried out by the Owner pursuant to this Agreement, the Municipality will not be obligated to reduce the letter of credit until such time as such work is completed to the satisfaction of the Municipality or the Municipality has sufficient security to ensure that such work will be completed.

12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township (the "Onsite Works") the Owner shall:
 - a) Provide the Township with, upon the earlier of (a) commencing any Onsite Works on the relevant lands, or (b) applying for a building permit, supply the Township with a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of FIFTY THOUSAND DOLLARS (\$50,000) of the cost of works and facilities relating to onsite servicing, storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works (the "Onsite Works Security Deposit"). No interest shall be payable on any such security deposit.
 - b) Complete the said works and facilities within a period of one (1) year from the date of issuance of a building permit, or within two (2) years of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including survey, engineering, architectural (including landscape architect where required), or another professional certification, at the Owner's sole expense. When a substantial amount of the work is completed to the satisfaction of the Township, the Security may be reduced to an amount determined by the Township for each phase and shall not be further reduced until the Township has approved the works.
 - c) Upon failure of the Owner to complete the said works and facilities within the said one year period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the relevant lands to perform the said works and facilities.
13. The Owner shall grade the Lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Approved Grading Plans. The Owner shall not use or cause or permit to be used any new construction on the Lands until after an as-built grading survey has been provided by an Ontario Land Surveyor and a professional engineer or architect has given the Township, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the Lands which fall within the provisions of Section 41 of the *Planning Act* and are required for this development by the Plans and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect.
14. The Owner covenants and agrees not to permit the Lands to drain otherwise than into a properly installed drainage system with proper catchbasins and the grades and drainage facilities shall be so established as to provide roof water onto the internal system and maintain an on-site storm water management system to limit storm run-off from the site to a predevelopment rate of flow and to indemnify and save harmless the Township from any liability for excess run-off as a result of construction or development on the Lands.
15. The Owner covenants and agrees to implement and monitor on-site sediment and erosion control measures, during construction of this development, to the satisfaction of the Township and to allow the Township and its agents, in perpetuity, access to the Lands to inspect roof drains, inlet control devices and storm water management facilities.
16. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the Owner may be

- required to apply dust suppressants, covering stockpiles of topsoil with tarps or applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
17. The Township and Owner agree that the Owner may choose to develop the Lands in phases and in accordance with the approved phasing plan, as shown on the approved Plans. In such case, the Owner agrees as follows:
 - a) that the Owner will not apply for nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;
 - b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required for site plan approval of each phase;
 - c) that the Owner shall provide to the Township a letter of credit or other satisfactory security in an amount to be determined by the CAO or the Chief Building Official (the "CBO"), and the provisions of this Agreement shall apply to such security with respect to such phase(s); and
 - d) that the provisions of this Agreement shall apply to all such phases.
 18. The Owner covenants and agrees to have the Owner's Engineer prepare and submit As Recorded Drawings within six (6) months of completion of the Works to the Township's Development Technologist for review in electronic files (PDF) format. Once approved by Township, the Owner shall submit three (3) bound paper sets of drawings printed on 24" x 36" paper copies and electronic files (PDF and AutoCAD or similar and GIS shape files). Refer to current Township Municipal Servicing Standards for current as constructed drawing submission requirements.
 19. The Owner covenants and agrees to have the Owner's Engineer prepare and submit to the Township within six (6) months of completion of the Works an individual Service Record Sheet (SRS) on 8.5" x 11" paper for each property. SRS to be submitted to the Township's Development Technologist for review, until approved, at which time the Township requests two (2) paper sets of SRS 8.5" x 11" and electronic files (PDF). SRS are required for each municipal service within the development; drinking water, sanitary sewer and storm sewer. Refer to current Township Municipal Servicing Standards for Service Record Sheets submission requirements and template.
 20. The Owner covenants and agrees to make all necessary arrangements and to be solely responsible for the costs of removing and relocating any existing municipal or public services requiring relocation in the course of, or in connection with, the construction, installation or provision of the works, services and facilities under this Agreement.
 21. This Agreement shall be registered against title to the Lands at the Owner's expense. It is understood and agreed that, after this Agreement has been registered against title, it shall not be released by the Township. After all terms and conditions of this Agreement have been complied with to the satisfaction of the Township; the Township, upon request and at the Owner's expense, shall issue a Certificate of Compliance certifying compliance with this Agreement to the date of the Certificate.
 22. The Owner hereby grants to the Township, its servants, agents and contractors a license to enter onto the Lands and into structures for the purpose of inspecting the works and the Lands or for any other purpose pursuant to the rights of the Township under this Agreement.
-

23. The Owner hereby grants, covenants, and agrees that the Township, its servants, agents and contractors shall be permitted to enter onto the Lands and into structures to conduct any required work deemed necessary by the Township in the event of default by the Owner and may recover any expenses incurred by drawing upon the Onsite Security Deposit and Offsite Security Deposit provided in paragraphs 11 and 12 for either Block.
24. The Owner shall obtain from all mortgagees, charges and other persons having an interest in the Lands a postponement of their respective interests to this Agreement in a form satisfactory to the Township and said postponement(s) shall be registered against title to the Lands at the expense of the Owner so that this Agreement shall have priority over all other interests registered against the Lands. The Owner acknowledges and agrees that the site plan approval in respect of the Lands shall be conditional upon obtaining the above postponement documents and registering them against title to the Lands.
25. The covenants, agreements, conditions and understandings set out herein and in Schedule "B" hereto, which form part of this Agreement, shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, as the case may be.
26. If the proposed development governed by this Agreement is not commenced within two (2) years from the date of the execution of this Agreement, or if the Owner does not make a submission for site plan approval of its broader development of the Lands within two (2) years from the date of the execution of this Agreement, the Township may, at its sole option and on sixty (60) days' notice to the Owner, declare this Agreement null and void and of no further force and effect. The refund of any fees, levies or other charges paid by the Owner pursuant to this Agreement shall be in the sole discretion of the Township, but under no circumstances will interest be paid on any refund.
27. Nothing in this Agreement constitutes a waiver of the Owner's duty to comply with any By-law of the Township or any other law.

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THIS AGREEMENT is executed by the Township this ____ day of _____, 2022.

**THE CORPORATION OF
THE TOWNSHIP OF WELLINGTON NORTH**
Per:

DARREN JONES – CHIEF BUILDING OFFICIAL

I have authority to bind the corporation.

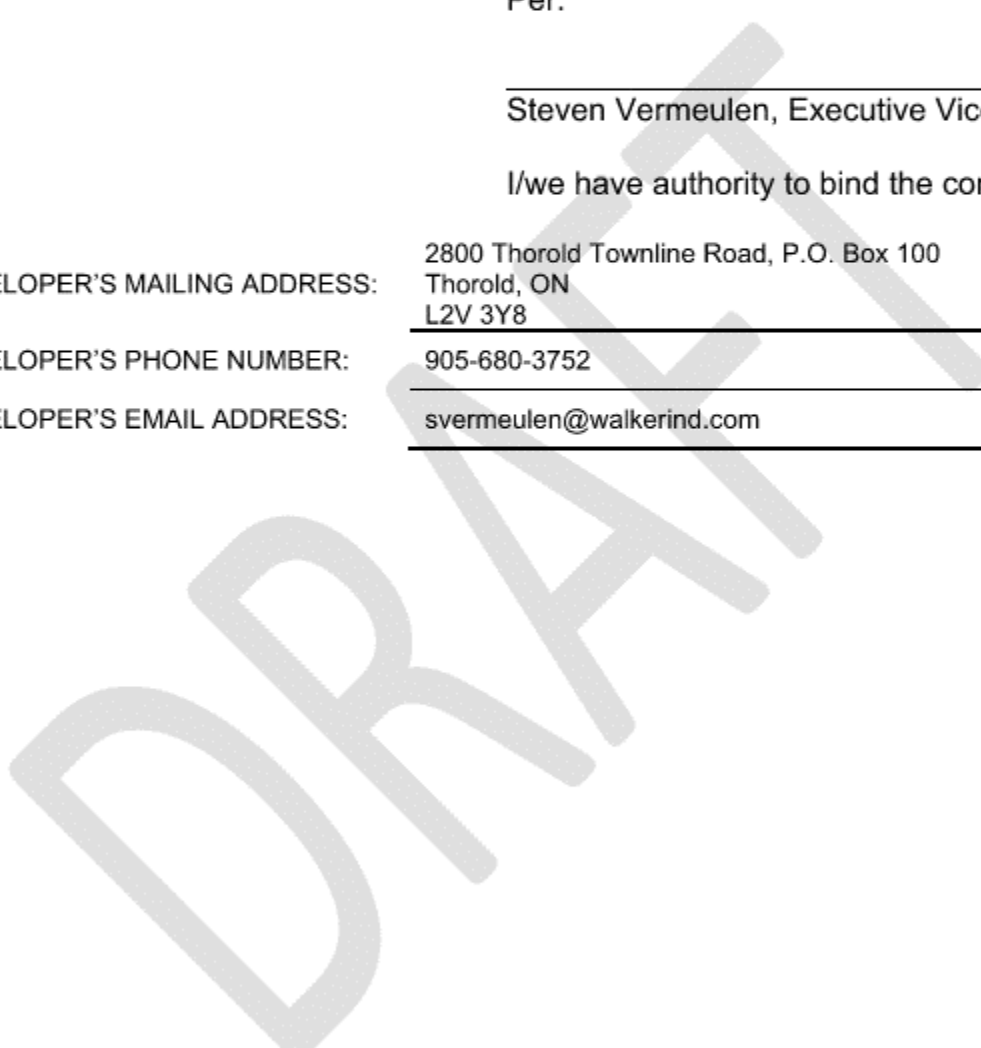
THIS AGREEMENT is executed by the owner this ____ day of _____, 2022.

ALL TREAT FARMS LIMITED
Per:

Steven Vermeulen, Executive Vice President

I/we have authority to bind the corporation.

DEVELOPER'S MAILING ADDRESS:	2800 Thorold Townline Road, P.O. Box 100 Thorold, ON L2V 3Y8
DEVELOPER'S PHONE NUMBER:	905-680-3752
DEVELOPER'S EMAIL ADDRESS:	svermeulen@walkerind.com



SCHEDULE "A"**Approved Plan and Drawings**

Compost Packaging Plant, Township of Wellington North, Project No. 22519592, Engineer's Drawings prepared by WSP Canada Inc., 6925 Century Avenue, Suite #100, Mississauga, Ontario, L5N 7K2, bearing the signature and seal of D.V. Kerr, P.Eng., Registered Professional Engineer over the date of **January 20, 2023**, including the following drawings:

DOCUMENT NUMBER	DOCUMENT NAME	REVISION NUMBER	REVISION DATE	PREPARED BY
C-001	General Notes	J	2023-01-27	WSP Canada Inc.
C-002	Site Plan - North	J	2023-01-27	WSP Canada Inc.
C-003	Removals Plan	C	2023-01-20	WSP Canada Inc.
C-004	Partial Site Plan	E	2023-01-20	WSP Canada Inc.
C-005	Grading and Servicing Plan	J	2023-01-27	WSP Canada Inc.
C-006	Servicing Details	G	2023-01-27	WSP Canada Inc.
C-007	Sediment and Erosion Control Plan	E	2023-01-20	WSP Canada Inc.
C-008	Details Sheet	E	2023-01-27	WSP Canada Inc.
C-009	Details Sheet 2	C	2023-01-20	WSP Canada Inc.
E-007	Packaging Plant Lighting Layout	C	2023-01-25	WSP Golder
E-009	Packaging Plant Lighting Section	A	2022-11-25	WSP Golder
Drawing 1	Existing Conditions Drainage Plan	A	2023-02-02	WSP Canada Inc.
Drawing 2	Proposed Conditions Drainage Plan	A	2023-02-02	WSP Canada Inc.
S-101	Packaging Plant Concrete Foundation Plan	C	2022-11-18	WSP Golder
S-112	Packaging Plant Concrete Retaining Wall and Slab Details	A	2022-11-18	WSP Golder
S-114	Packaging Plant Concrete Foundation Profiles	B	2022-11-18	WSP Golder
S-115	Packaging Plant Concrete Foundation Profiles	B	2022-11-18	WSP Golder
S-202	Packaging Plant Building Plan	F	2022-06-08	WSP Golder
S-203	Packaging Plant Sections	E	2022-06-08	WSP Golder
S-204	Packaging Plant Building Section and Elevations	D	2022-06-08	WSP Golder
A-601	Packaging Plant Building Elevations	A	2022-11-25	Architecture 49
L-001	Existing Entrance – Restoration Plan, Landscape Notes & Details	B	2022-10-31	WSP Golder
	Amended Environmental Compliance Approval		September 27, 2017	Ministry of the Environment and Climate Change
	Geotechnical Investigation Report		November 4, 2022	Golder Associates Limited
	Transportation Impact Brief		December 2022	Paradigm Transportation Solutions Limited

SCHEDULE "B"

Site Specific Requirements

The provisions set out in this Schedule are site specific requirements that relate to the Lands. This Schedule shall be read in conjunction with the provisions of the main body of this Agreement, but to the extent that there is any inconsistency or conflict between the two sets of provisions, the following terms of this Schedule shall prevail.

1. The Owner agrees that all the services, works, facilities and matters required under this Agreement located on the lands shall be maintained for the life of the proposed development covered by the Site Plan at the Owner's, and each subsequent Owner of Lots or Blocks within the development, expense, including servicing works, private fire hydrant, perimeter board fence, surface treatment of parking areas, line painting and associated signage of parking stalls, and landscaping. The Owner shall give the Township and its agents reasonable access on reasonable notice to the lands for the purpose of verification of compliance with the terms of this Agreement.
2. The Owner shall give the Township and its agent reasonable access on reasonable notice to the lands for the purpose of access the sanitary structure at property line for the inspection, removal, replacement, reconstruction, maintenance and repair of underground service with the right of ingress and egress for all purposes necessary or incidental to the exercise.
3. The Owner agrees the onsite private fire hydrant, colour yellow, as shown in the site plan, is to be inspected and maintained to ensure they operate as per the fire hydrant design requirements. The onsite private fire hydrant is to be annually inspected by a person duly licenced to perform that function and shall maintain written records including date and time when inspection was completed, corrective measures, and list of what maintenance work was completed. The written records shall be retained at the building premises for examination by the Township's Chief Fire Official upon request. The annual fire hydrant inspection and maintenance work has been duly performed and completed and is to the satisfaction to the current Building Code.
4. Prior to occupancy, the Owner shall provide to the Township the updated Environmental Compliance Approval from the Ministry of the Environment, Conservation and Parks, for the SWM works.

SCHEDULE "C"**Estimated Cost of the Offsite Works**

Cost estimate is dated February 3, 2023, prepared by WSP Canada Inc. Engineering Inc.

Item	Unit Price	Unit	Quantity	Subtotal
Removal of existing water service including reinstatement	\$5,000	Lump Sum	1	\$5,000
Connection to existing 150mm water service stub	\$4,000	Lump Sum	1	\$4,000
Connection to existing sanitary MH including coordination with local power utility, removal of existing stub, re-benching, and reinstatement	\$10,000	Lump Sum	1	\$10,000
Installation of new sanitary sewer	\$250	Per m	15m	\$3,750
Total				\$22,750



PLANNING REPORT
for the TOWNSHIP OF WELLINGTON NORTH

Prepared by the County of Wellington Planning and Development
 Department

DATE: March 9, 2023
TO: Darren Jones, C.B.O.
 Township of Wellington North
FROM: Curtis Marshall, Manager of Development Planning
 County of Wellington
SUBJECT: **RECOMMENDATION REPORT – John Welton Custom Homebuilding Ltd.**
Cork St., Mount Forest
Draft Plan of Subdivision - 23T-20203
Zoning By-law Amendment - ZBA 11-20

PLANNING COMMENT

The purpose of this report is to provide the Township with recommendations regarding the above noted draft plan of subdivision application and related zoning by-law amendment filed by John Welton Custom Homebuilding Ltd. The revised subdivision application proposes to create 63 single detached residential lots, 30 semi detached lots, 36 street townhouse lots, a cluster townhouse block, a 0.867 ha (2.14 acre) open space block, and a walkway block. A total of 141 residential units/dwellings are proposed to be created by the draft plan of subdivision. The related zoning by-law amendment proposes to rezone the property from Future Development (FD) to Residential (site specific zones) and Open Space to facilitate the development of the subdivision.

Township Staff and the Township Engineer (BM Ross) have reviewed the proposed draft plan and supporting materials and are generally satisfied that the technical and engineering requirements of the Township have been met or will be addressed through conditions of draft plan approval and the implementation of the subdivision agreement.

Planning Staff are of the opinion that the proposed draft plan of subdivision and related zoning provisions are appropriate and consistent with Provincial Policy and the County of Wellington Official Plan. A copy of the proposed final draft zoning by-law amendment has been attached to this report for Council's consideration.

If Council is in support of the proposed draft plan of subdivision, a recommendation of support should be passed and forwarded to the County of Wellington.

LOCATION

The land subject to the proposed draft plan of subdivision is situated in the Urban Centre of Mount Forest (Wellington North). The property is located along the west side of Cork Street as shown in Figure 1. The size of the subject property is 9.793 hectares (24.2 acres).



Figure 1: Air photo of subject lands (Source: County of Wellington, 2020)

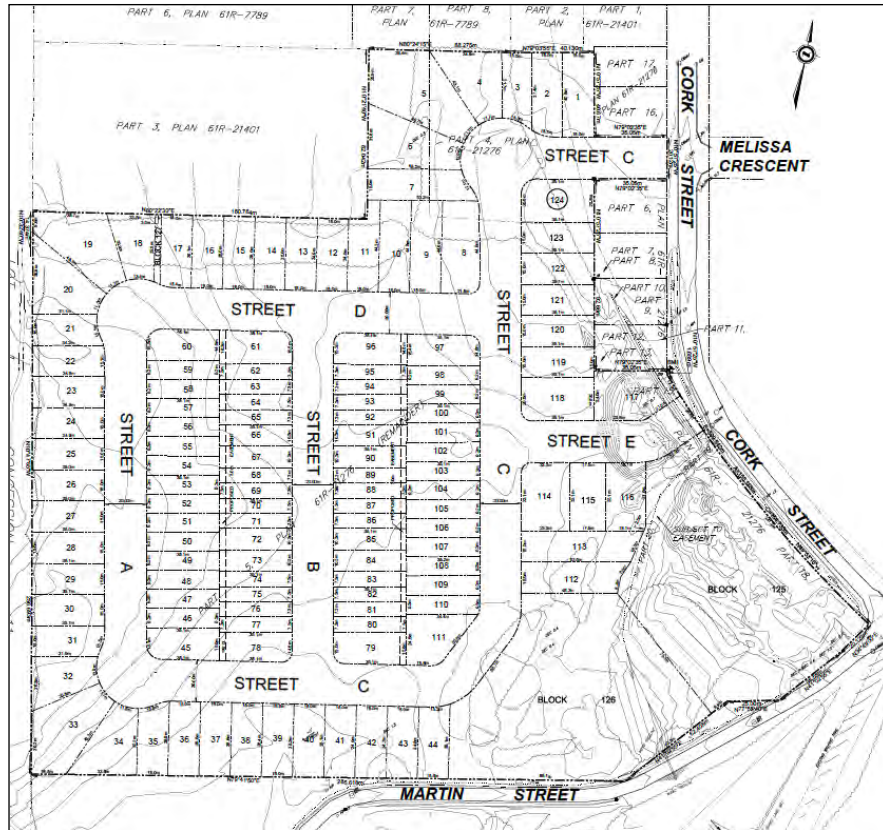
REVISED DRAFT PLAN

In March 2022, a revised draft plan was submitted by the applicant to address Township Staff and agency review comments. This revised plan was circulated to the public and commenting agencies for review. The revised plan includes a larger open space block, a reduced cluster townhouse block (reduction of 5 dwelling units), and five additional single detached residential lots.

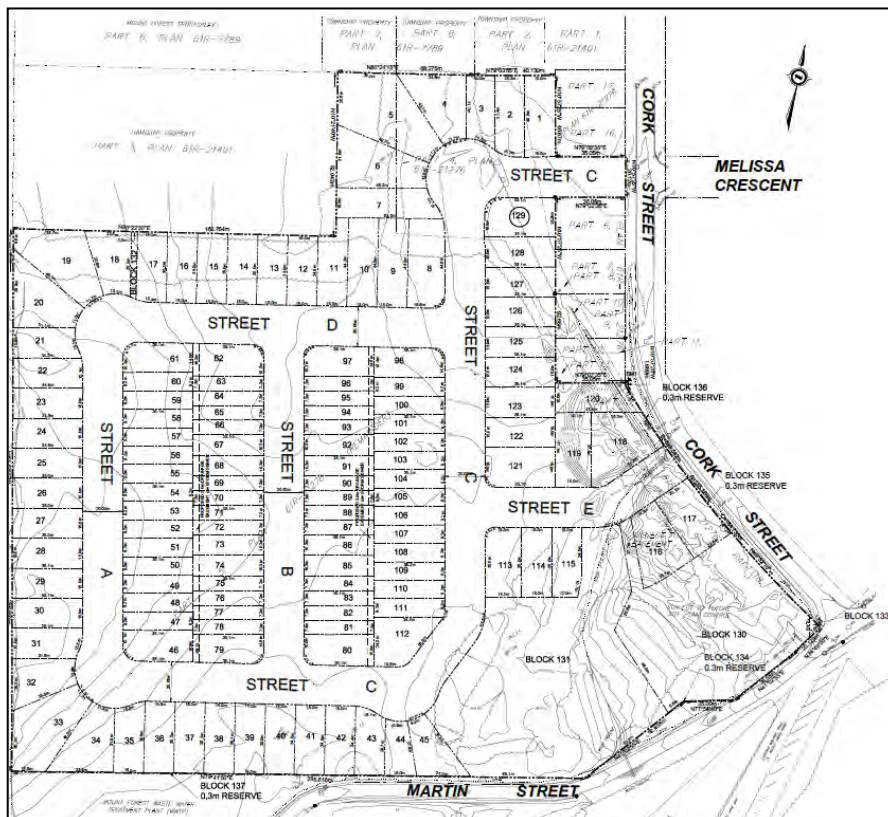
The final proposed draft plan shown in this report includes some minor adjustments to the depths of the proposed lots (to provide a greater building setback to the woodlot along the western boundary of the property) and includes a relocated walkway block (which provides access from the subdivision to the Mount Forest and District Sportsplex).

Copies of the three versions of the draft plan are shown below:

Initial Draft Plan: October 2020

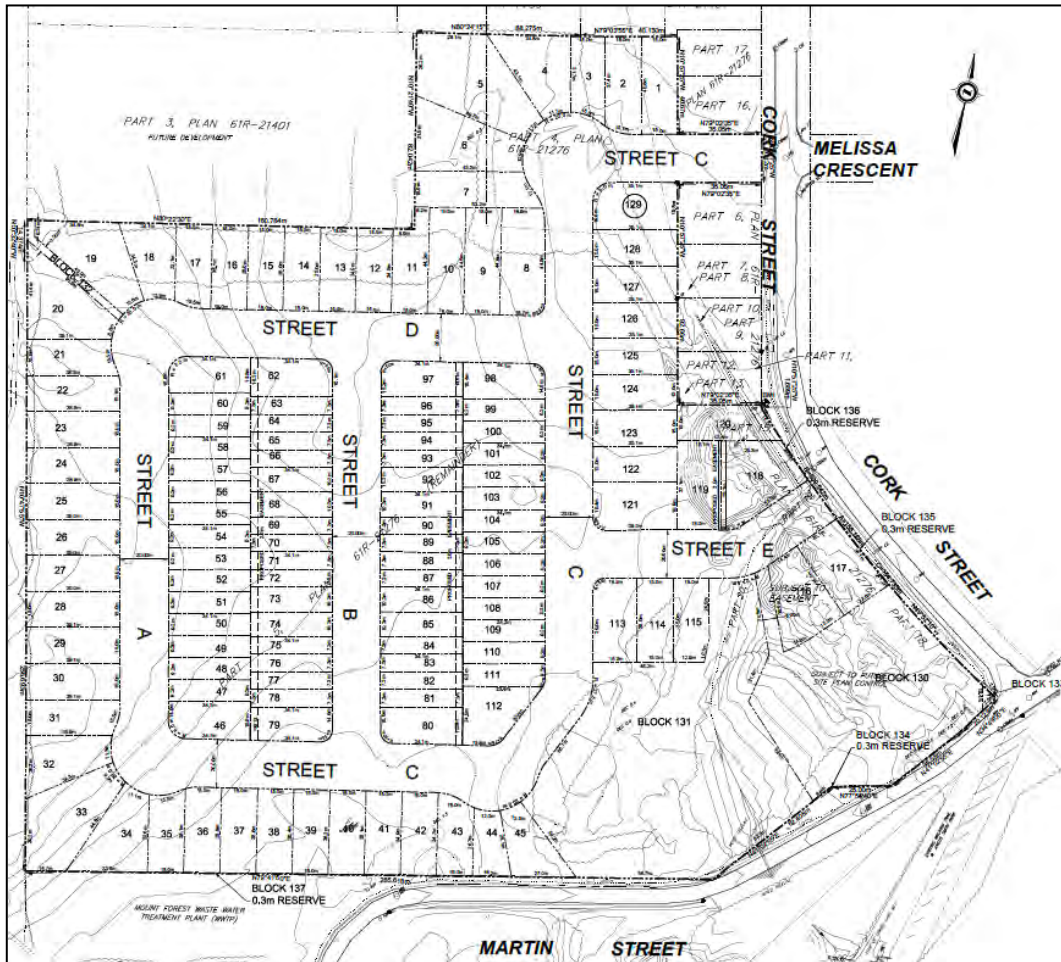


Revised Draft Plan: March 2022



March 9, 2023
John Welton Custom Homebuilding Ltd. – 23T-20203
ZBA 11-20

Final Draft Plan: February 2023



AGENCY COMMENTS

The following comments have been received from circulated agencies:

Agency	Position	Comments
Bell Canada	No objection Provided Conditions	Bell Canada indicated that conditions of draft approval include that the owner grant any easements that may be required for communication/telecommunication infrastructure.
Upper Grand District School Board (UGDSB)	No objection Provided Conditions	UGDSB indicated that development charges are applicable, and that adequate sidewalks, lighting and snow removal is to be provided. Supports sidewalk connections in the community and that sidewalk be extended down Cork St. to Melissa Crescent. Recommends that a crossing guard be provided at the Queen St. W. and Cork St. intersection to provide students with better accessibility to school.

Township Engineer – BM ROSS	No Objection Provided Conditions	Reviewed and assisted with preparation of Draft Conditions. Final updated reports and final engineering design will be required prior to final approval of the subdivision.
Canada Post	No Objection	Centralized mail box to be utilized for mail delivery.
SVCA	No Objection Provided Conditions	Reviewed the technical submissions including Stormwater Management Report, and the Environmental Impact Study. Final updated reports and final engineering design will be required prior to final approval of the subdivision. Provided conditions of draft approval.
Enbridge Gas	No Objection	Request draft approval condition to ensure necessary easements are provided.
Hydro One	No Objection	Electrical service to be provided by local utility provider.
County of Wellington Solid Waste Services	No Objection Provided Conditions	Noted proximity to former (now closed) land fill site. Requested condition requiring that D-4 compatibility study be completed.

PUBLIC MEETING AND COMMENTS

A public meeting was held on January 25, 2021. No residents/neighbours spoke at the meeting. 2 written comments have been received from the public. The concerns raised by the public relate to:

- The need for sidewalks in the area and on Martin St.
- The preservation of trees on the property and the preservation of a large maple tree at the south end of the property close to the driveway for the waste water treatment plant.

Copies of written submissions are available for review. Planning Staff’s review of the public comments is provided later in this report.

The revised January 2022 draft plan was circulated to neighbouring property owners. No additional written comments have been received from the public.

DISCUSSION

Review of Planning Policy

A review of applicable planning policy including the PPS, Growth Plan, County of Wellington Official Plan and the Wellington North Community Growth Plan was provided in the public meeting report. Planning Staff are of the opinion that the proposed plan of subdivision and zoning by-law amendment applications are consistent with provincial and local planning policy.

Wellington North Community Growth Plan

The Community Growth Plan was completed in February 2018 to establish a strategic vision for development. The Plan is intended to provide direction for policy development and decision-making regarding land development and growth-related investments and initiatives, to contribute to planning for positive growth and change in Wellington North. Relevant goals and strategies in the plan pertaining to the proposed subdivision are provided below.

The Community Growth Plan includes a Community Vision which states that “Wellington North is a place for everyone where a high quality of life is supported and defined by:

- A range of housing, jobs and services that meet local needs, focused within Arthur and Mount Forest as complete communities and service centres.

The Community Growth Plan also includes the following relevant Growth Management Goals:

- To improve walking, cycling and other options as convenient, safe and efficient modes of transportation.
- To promote inclusive development through integrated land use, infrastructure and transportation planning and community design.
- 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.

The Community Growth Plan also includes recommended Transportation Strategies for the Township:

- Continue to plan for and implement on-road and trails-related pedestrian and cycling infrastructure to support well-connected, safe, convenient active transportation choices, including implementation of the County ATP, and to maximize safe access to schools.

The Community Growth Plan also includes recommended Community Facilities & Services Strategies for the Township:

2. Continue to work with the School Boards to:
 - Maximize safe access to schools and transportation efficiency;

The Community Growth Plan also includes recommended Environment & Heritage Conservation Strategies for the Township:

- 5. Continue to require land use compatibility and avoidance/mitigation or risks associated with natural and human-made hazards (e.g. flooding, noise, odour, etc.).

Planning Comment: Planning Staff are of the opinion that the proposed development is consistent with the goals and strategies identified in the Wellington North Community Growth Plan. The proposed subdivision includes a mix of housing types (single detached, semi-detached, street townhouse and cluster townhouse dwellings) on the greenfield property at an appropriate density which is consistent with the growth management goals of the plan.

The subdivision is located adjacent to the Mount Forest and District Sports Complex and has been designed to include pedestrian connections to nearby trails and the sports complex. Sidewalks will be extended on Cork St. from Waterloo St. to Princess St. as part of a Township Capital Project. The sidewalk will be extended on Cork St. from Princess St. to Melissa St. by the developer (through draft approval condition #6 m). These pedestrian connections and improvements are consistent with the transportation and community facility and services strategies of the plan.

Finally, the subdivision has been designed to consider environmental features and flood plain which will be protected as part of the open space block being dedicated to the Township. In consideration of the nearby waste water treatment facility and former landfill site, draft approval conditions (Conditions of Draft Approval #6 e-j, 12, 14, 15, 16) have been proposed which require that a buffering plan, registration of notice clauses on title, and a D-4 Compatibility Study be completed. These conditions are consistent with the environment and heritage conservation strategies of the plan.

Pedestrian Connections and Sidewalks

A comment was received from a neighbouring homeowner requesting that sidewalks be extended in the neighbourhood including along Martin St. The resident further indicated that a sidewalk is needed to provide access to the walking trail west of the development and to serve families with children (existing and future residents of the neighbourhood).

The Upper Grand District School Board has also recommended that sidewalks be provided on Cork St. to Queen St. W. and that future students walking to school be provided with a crossing guard as the Queen St. W. and Cork St. intersection.

As discussed earlier in this report the subdivision has been designed to include pedestrian connections to nearby trails and the sports complex. Sidewalks will be extended on Cork St. from Waterloo St. to Princess St. as part of a Township Capital Project. The sidewalk will be extended on Cork St. from Princess St. to Melissa St. by the developer (through draft approval condition #6 m). Township Staff have included a draft approval condition (Conditions of Draft Approval #6 m, 13) which will require that the developer enter into a letter of understanding with the Township confirming roles, responsibilities, design and cost sharing for the urbanization and reconstruction of Cork St. including sidewalk construction on the east side of Cork St.

There are presently no plans to construct sidewalk along the full length of Martin St./North Water St. W., however a condition of approval has been requested for the proposed severances along Martin St. requiring that the developer/builder of the new homes provide a financial

contribution for future sidewalk construction along the frontage of the severed lots on Martin St.

In regards to the School Board staff recommendation that a crossing guard be provided at the Queen St. W. and Cork St. intersection, Township Staff have requested that the applicant's traffic consultant review this request and provide a recommendation as part of an updated traffic impact study. Township Staff will review this information with School Board staff and discuss crossing guard placement.

Traffic Impacts

A traffic impact study has been submitted in support of the proposed development. The report prepared by Paradigm Transportation Solutions Ltd. serves to identify and assess potential traffic impacts from the proposed development. The study concluded that the nearby intersections at Melissa Crescent, Princess St., Queen St. W and North Water St., will continue to operate "within acceptable levels of service" once the subdivision is built out. The report also indicates that a west bound turn lane on Queen St. W. (at Cork St.) and a northbound left turn lane on Martin St. (at Main St. S) will be warranted in the future due to increasing traffic volumes, regardless of whether the subject development is built.

Planning Staff note that a condition of draft plan approval is proposed (Condition of Draft Approval #6 m, 13) which requires that a final traffic impact study be completed to the satisfaction of the Township of Wellington North prior to final approval of the subdivision. The Township Engineer and the MTO will have the opportunity to review the study and determine if any road improvements and/or financial contributions for future road improvements are required as a result of traffic generated from the subdivision.

Waste Water Treatment Plant and Former Landfill

The subject property is located adjacent to the Township's waste water treatment plant and a former municipal land fill site.

In consideration of the close proximity of the development to these land uses and to address land use compatibility, conditions of draft approval have been proposed which:

- Require that notice clauses be registered on title to inform purchasers of the dwellings that the wastewater treatment plant and former land fill are nearby and that noise, odour and traffic impacts may occur. (Condition of Draft Approval #6 g)
- Require that a noise impact study be completed by the applicant assessing impacts from the waste water treatment plant and the sports complex on the dwellings and that any recommended mitigation measures be implemented. (Condition of Draft Approval #6 l)
- Require that a buffer plan be prepared addressing fencing and landscape planting along the rear of the lots adjacent to the wastewater treatment plant driveway. (Conditions of Draft Approval # 6 j, 12)

- Require that a D-4 study addressing compatibility with the subdivision and the former landfill be completed to the satisfaction of the County of Wellington Solid Waste Services Division. (Condition of Draft Approval #16)

New Sewage Pumping Station

A new sanitary sewage pump station is required to service the subdivision and will be located on Township owned lands south of the development (south of wastewater treatment plant driveway). The design of and exact location of the facility will need to be finalized by the applicant's engineer prior to final approval of the subdivision. A condition of draft approval (Condition of Draft Approval #6 n) has been included which will deal with the design, approvals, funding, and construction of the sewage pumping station by the applicant.

Stormwater Management

A stormwater management report has been prepared for the proposed development by Cobide Engineering Inc. and has been reviewed by the Township Engineer and the Saugeen Valley Conservation Authority (SVCA). A stormwater system has been designed for the subdivision which includes the construction of piping and an inlet pond within the proposed open space block. The final detailed design of the stormwater management system will be reviewed by the Township Engineer and the SVCA prior to final approval and construction of the subdivision.

Environmental Impacts & Tree Removals

An Environmental Impact Assessment prepared by AWS Environmental Consulting Inc. was filed in support of the proposed development which reviewed natural heritage features and ecological functions on the subject property. The assessment provided a review of applicable federal, provincial and local environmental policy and addressed potential impacts of the development. The report concluded that "with the recommended mitigative measures established, site development is anticipated to have no measurable negative impacts or loss of ecological function to the natural heritage features assessed within the site lands."

The assessment was reviewed by the Saugeen Valley Conservation Authority (SVCA) and by Natural Resource Solutions Inc. (a peer review on behalf of the County of Wellington).

Planning Staff note that the design of the subdivision was revised in response to comments from the SVCA. The proposed open space block (Block 131) was reconfigured to fully include the watercourse and applicable setbacks from development. Block 131 is to be dedicated to the Township as open space lands and will not be developed for housing. The existing trees located on the block will also be retained.

A comment was received from a resident requesting that the existing trees located on the property should be protected. The Environmental Impact Assessment reviewed the wooded areas on the property and concluded that the wooded areas are not deemed to be significant and could be removed. Furthermore, in response to the comment, a letter from a registered professional forester was provided by the applicant indicating that the large sugar maple tree located along the south property line was not a good specimen to retain due to severe storm damage to the crown of the tree.

In response to the proposed tree removals, conditions of draft approval have been proposed which:

- Require that a Tree Preservation Plan be prepared by the applicant which will review and inventory the trees to be removed and recommend appropriate compensation plantings within the open space block (Block 131). The implementation of the tree preservation plan will be secured through a condition in the subdivision agreement. (Conditions of Draft Approval #6 h-l, 14)
- Require that the applicant submit an Environmental Implementation Plan to address the rear yard usage of the residential lots that directly abut the edge of the adjacent woodlands on the west side of the property. The adjacent woodlands on the neighbouring property have been deemed significant. The report will consider and address: hazard tree removal, tree protection, invasive species controls, enhancement and compensation. The implementation of the environmental implementation plan will be secured through a condition in the subdivision agreement. (Conditions of Draft Approval # 6 h-l, 15)

Parkland Dedication

Parkland dedication has not been provided as part of this subdivision as it had previously been provided for this property in July 1998 as part of the land the arena is built on.

DRAFT ZONING BY-LAW

The subject lands are currently zoned Future Development (FD). A zoning by-law amendment application has been filed which proposes to rezone the lands as follows:

Lot/Block	Proposed Land Use	Proposed Zone
Lots 1-45 and 112-129	Single detached dwellings	R2-70 & R2-73
Lots 46-61 and 98-111	Semi-detached dwellings	R2-70
Lots 62-97	Street Townhouses	R3-71
Block 130	Cluster Townhouses	R3-72
Block 131	Open Space	OS
Block 132	Walkway	OS

Site specific exceptions have also been requested by the applicant to facilitate the proposed development. Planning staff have reviewed the requested site specific exceptions and are proposing the following revised site specific regulations and standards for the development:

Zoning Provisions: R2-70 & R2-73 Single Detached & Semi-Detached	Current Standard	Requested Standard	Recommended Standard
FRONT YARD, Minimum: Dwelling Garage	6 m (19.7 ft)	4.5 m (14.8 ft) 5.5 m (18.0 ft)	5.0 m (16.4 ft) 6.0 m (19.7 ft)
REAR YARD, Minimum	7.6 m (24.9 ft)	6.0 m (19.7 ft)	7.6 m (24.9 ft)
EXTERIOR SIDE YARD, Minimum	6 m (19.7 ft)	4.5 m (14.8 ft)*	4.5 m (14.8 ft)*
LOT COVERAGE, Maximum	40%	45%	45%
REAR YARD SETBACK, Accessory Buildings, R2-73 Zone	1.0 m (3.3 ft)		1.5 m (4.9 ft)
<i>* provided the yard encroachment allowed under Section 6.37 (b) does not result in any portion of the building to be situated closer than 3.0 metres from the exterior side lots line</i>			

The following exceptions to the Residential (R3) Zone are being requested for the lands to be occupied by townhouse dwellings:

Zoning Provisions: R3-71 Street Townhouses	Current Standard	Requested Standard	Recommended Standard
FRONT YARD, Minimum • Dwelling • Garage	6 m (19.7 ft)	4.5 m (14.8 ft) 5.5 m (18.0 ft)	5.0 m (16.4 ft) 6.0 m (19.7 ft)
EXTERIOR SIDE YARD, Minimum	6 m (19.7 ft)	4.5 m (14.8 ft)*	4.5 m (14.8 ft)*
REAR YARD, Minimum	7.6 m (24.9 ft)	6.0 m (19.7 ft)	6.7 m (22.0 ft)
Zoning Provisions: R3-72 Cluster Townhouses	Current Standard	Requested Standard	Recommended Standard
FRONT LOT LINE R3-72 Zone	Shortest Lot Line is the Front Lot Line		Front Lot Line shall be Cork St. Lot Line
<i>* provided the yard encroachment allowed under Section 6.37 (b) does not result in any portion of the building to be situated closer than 3.0 metres from the exterior side lots line</i>			

Planning Staff are not fully supportive of the requested reductions in rear yard and front yard setbacks.

In regards to the rear yard setback, Planning Staff recommends that 7.6 m (24.9 ft) be maintained to provide an adequate rear yard amenity space for the single detached and semi detached dwellings. Staff can support the reduction of the rear yard setbacks to 6.7 m (22.0 ft) for the street townhouse dwellings which was accepted for the Cachet development in Arthur.

In regards to the requested front yard setback reductions, Planning Staff note that adequate space is needed in the front yard for snow storage, landscaping, and for parking of a motor

vehicle in front of the garage. Planning Staff do not support the proposed reduction of the garage setback and note that a minimum of 6.0 m (19.7 ft) should be provided for the parking of a motor vehicle on the property.

Planning Staff can support a partial reduction of the setback to the dwelling of 5.0 m (16.4 ft) as this is similar to what was approved for the Cachet development in Arthur. Planning staff note that the zoning by-law allows for “open and unenclosed porches, uncovered decks, balconies and steps” to extend up to 3.0 m (9.8 ft) within the required front yard setback and therefore do not support a further reduction to the front yard setback. With a front yard setback of 5.0 m (16.4 ft) for the main dwelling an uncovered porch and steps could be built with a 2.0 m (6.6 ft) setback from the property line. The applicants requested front yard setback of 4.5 m (14.8 ft) would allow for an uncovered porch and steps to be 1.5 m (4.9 ft) from the lot line which may provide inadequate space for snow storage and landscaping.

A draft zoning by-law has been prepared and is attached as **Schedule 1** to this report for Council’s consideration.

Holding (H) Provisions

Planning Staff are recommending that a Holding (H) Provision be applied to the development. The Holding provision would remain in place until Council is satisfied that the following matters have been addressed:

1. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land.
2. Stormwater management issues have been adequately addressed;
3. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township.
4. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.

CONDITIONS OF DRAFT PLAN APPROVAL

Planning Staff have been working with Town Staff and the Town Engineer to prepare final conditions of draft approval for the Township. These conditions address Township requirements financial and otherwise. The applicant/developer will have to satisfy these conditions and obtain sign off/clearance from the Township prior to the County granting final approval to the subdivision.

A list of all of the proposed Township (see conditions 1-16) and agency conditions (see conditions 17-38) are attached to this report as **Schedule 2**. The proposed draft conditions may be subject to further revision prior to final approval being granted by the County of Wellington.

NEXT STEPS

If Council supports the proposed subdivision, the next steps include forwarding Council's decision to the County Planning Director. If draft approval is granted by the County, then the Town can proceed with developing a subdivision agreement.

A draft zoning by-law amendment has also been prepared for Council's consideration which implements the proposed draft plan of subdivision.

We trust that the above comments will assist Council in this matter.

Respectfully submitted

A handwritten signature in blue ink that reads "C Marshall". The signature is written in a cursive style.

Curtis Marshall MCIP, RPP
Manager of Development Planning

SCHEDULE 1 – DRAFT ZONING BY-LAW

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

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

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Section 34 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:

- THAT Schedule ‘A’ Map 3 to By-law 66-01 is amended by changing the zoning on the lands described as Part of Park Lots 10, 11, 12, South of Princess Street, Plan Town of Mount Forest & Part of Park lots ‘I’, ‘K’, ‘L’, Macdonald’s Survey & Part of Division 1 of Lot 2 Con WOSR (Arthur) (Town of Mount Forest), Town of Mount Forest, Township of Wellington North, as shown on Schedule “A” attached to and forming part of this By-law from **Future Development (FD)** to **Medium Density Residential Site Specific (R2-70)** with a **Holding Provision (H)**, **High Density Residential Site Specific (R3-71)** with a **Holding Provision (H)**, **High Density Residential Site Specific (R3-72)** with a **Holding Provision (H)**, **Medium Density Residential Site Specific (R2-73)** with a **Holding Provision (H)**, and **Open Space**.

1. THAT Section 32, Mount Forest area exception zone, is hereby amended by adding the following new exceptions:

<p>32.70 Sunvale/Welton Subdivision</p>	<p>R2-70 (H)</p>	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply to single detached and semi-detached residential dwellings:</p> <p>i) Front Yard, Minimum 5.0 m (16.4 ft) (Dwelling)</p> <p>ii) Front Yard, Minimum 6.0 m (19.7 ft) (Garage)</p> <p>iii) Exterior Side Yard, Minimum 4.5 m (14.8 ft)</p>
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		<p>Provided the yard encroachment allowed under Section 6.37 b does not result in any portion of the building being be situated closer than 3.0 m (9.8 ft) from the exterior side yard lot line.</p> <p>iv) Lot Coverage, 45% for Single Detached Dwellings Maximum</p> <p><u>Holding (H) Provision</u></p> <p>Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> i. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. ii. Stormwater management issues have been adequately addressed; iii. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. iv. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.
<p>32.71 Sunvale/Welton Subdivision</p>	<p>R3-71 (H)</p>	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply to street townhouse units:</p> <ul style="list-style-type: none"> i) Front Yard, Minimum 5.0 m (16.4 ft) (Dwelling) ii) Front Yard, Minimum 6.0 m (19.7 ft) (Garage) iii) Exterior Side Yard, 4.5 m (14.8 ft) Minimum <p>Provided the yard encroachment allowed under Section 6.37 b does not result in any portion of the building being</p>

		<p>be situated closer than 3.0 m (9.8 ft) from the exterior side yard lot line.</p> <p>iv) Rear Yard, Minimum 6.7 m (22.0 ft)</p> <p><u>Holding (H) Provision</u></p> <p>Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> i. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. ii. Stormwater management issues have been adequately addressed; iii. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. iv. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.
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<p>32.72</p> <p>Sunvale/Welton Subdivision</p>	<p>R3-72 (H)</p>	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply:</p> <p>i) The Front Lot Line shall be deemed to be the lot line adjacent to Cork St.</p> <p>Holding (H) Provision</p> <p>Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ol style="list-style-type: none"> 5. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. 6. Stormwater management issues have been adequately addressed; 7. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. 8. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.
<p>32.73</p> <p>Sunvale/Welton Subdivision</p>	<p>R2-73 (H)</p>	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply to single detached and semi-detached residential dwellings:</p> <ol style="list-style-type: none"> i) Front Yard, Minimum 5.0 m (16.4 ft) (Dwelling) ii) Front Yard, Minimum 6.0 m (19.7 ft) (Garage) iii) Exterior Side Yard, 4.5 m (14.8 ft) Minimum <p>Provided the yard encroachment allowed under Section 6.37 b does not result in any portion of the building being be situated closer than 3.0 m (9.8 ft) from the exterior side yard lot line.</p>

		<p>iv) Lot Coverage, 45% for Single Detached Dwellings Maximum</p> <p>v) Notwithstanding Section 6.1.2 (b), the rear yard setback of an accessory building or structure shall be 1.5 m (4.9 ft).</p> <p><u>Holding (H) Provision</u></p> <p>Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> i. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. ii. Stormwater management issues have been adequately addressed; iii. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. iv. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.
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2. 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.
3. THAT this By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2023

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 2023

MAYOR

CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. _____

Schedule "A"



This is Schedule "A" to By-law _____.

Passed this ___ day of _____ 2023

MAYOR

CLERK

EXPLANATORY NOTE**BY-LAW NUMBER _____.**

THE LOCATION OF THE SUBJECT LANDS is legally described as Part of Park Lots 10, 11, 12, South of Princess Street, Plan Town of Mount Forest & Part of Par lots 'I', 'K', 'L', Macdonald's Survey & Part of Division 1 of Lot 2 Con WOSR (Arthur) (Town of Mount Forest), Mount Forest, Township of Wellington North. The property subject to the proposed amendment is approximately 9.8 ha (24.2 ac) in size and is currently zoned Future Development (FD).

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands to facilitate the development of the residential subdivision and rezone the lands from Future Development (FD) to Medium Density Residential Site Specific (R2-70) with a Holding Provision (H), High Density Residential Site Specific (R3-71) with a Holding Provision (H), High Density Residential Site Specific (R3-72) with a Holding Provision (H), Medium Density Residential Site Specific (R2-73) with a Holding Provision (H), and Open Space.

SCHEDULE 2 – PROPOSED DRAFT CONDITIONS

**THE CORPORATION OF THE COUNTY OF WELLINGTON
DECISION OF THE CORPORATION OF THE COUNTY OF WELLINGTON**

With respect to an application by John Welton Custom Homebuilding Ltd. SUNVALE pursuant to the provisions of Section 51 of the Planning Act, R.S.O. 1990 as amended for approval of a plan of subdivision, being in the Part of Park Lots 10, 11, 12, South of Princess Street, Plan Town of Mount Forest & Part of Park lots 'I', 'K', 'L', Macdonald's Survey & Part of Division 1 of Lot 2 Con WOSR (Arthur) (Town of Mount Forest), Mount Forest, Township of Wellington North in the County of Wellington. The Corporation of the County of Wellington has granted draft approval to this draft plan of subdivision subject to the following conditions of draft approval:

**CONDITIONS OF APPROVAL FOR
DRAFT PLAN OF SUBDIVISION 23T-20203**

No.	Condition
1	THAT this draft approval applies to the draft plan of subdivision, County of Wellington File No. 23T-20203 Project drawing No. 00702-DP1, last revised on March 2, 2023 by Cobide Engineering Inc., Luke Wilcox, OLS, and showing: 63 single detached residential lots; 30 semi-detached residential lots; 36 townhouse residential lots; Cluster Townhouse Block 130 (12 units); Walkway Block 132; Open Space Block 131; Streets A-E; 1 ft Reserve Blocks 134-137; Daylight Triangle Block 133; for a total land area of 9.793 ha.
2	THAT the plan proposed for registration for any phase within the subdivision shall be reviewed and accepted by the Township of Wellington North prior to the County of Wellington's granting final approval of such plan or phases.
3	THAT the street(s) shown and any reserves in this draft plan shall be dedicated to the Township of Wellington North. They shall be named to the satisfaction of the Township of Wellington and where those streets are not extensions of existing streets that such new street names shall not be duplicates in spelling or phonetic sounding of street names elsewhere in the County of Wellington.
4	THAT such easements, conveyances, and/or agreements as may be required for servicing, access, utility or drainage purposes shall be granted to the appropriate authority.
5	THAT prior to final approval by the County of Wellington, the County of Wellington is to be advised by the Township of Wellington North that appropriate zoning is in effect for this proposed subdivision.
6	THAT the Owner enter into a subdivision 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 roads, signage and the installation of municipal services, the planting and preservation of trees, and stormwater management and drainage. The agreement shall be registered against the lands to which it applies; and that a copy of the subdivision agreement as registered be filed with the County. Without limiting the generality of the foregoing, the agreement shall contain wording to the satisfaction of the Township that addresses the following matters: <ol style="list-style-type: none"> a) Contain phasing arrangements acceptable to the Township of Wellington North. b) Contain provisions whereby the Owner shall prepare and implement a construction traffic access and control plan for all phases of servicing and building construction to the satisfaction of the Township and include provisions that all damage or maintenance required to surrounding streets as a result of such traffic shall be at the Owner's cost.

- c) Provide for the installation of a piped water supply system and a piped waste water collection system, subject to the approval of the Ministry of the Environment, Conservation and Parks, and furthermore, shall provide for the Township of Wellington North to assume ownership and operation of the system.
- d) Contain wording to the effect that all agreements of purchase and sale shall contain wording advising that all persons who make first purchases of land within the plan of subdivision after final approval of the subdivision plan, are informed when land is transferred, of all the development charges related to this development.
- e) Contain wording to the effect that all agreements of purchase and sale shall include wording advising purchasers that the lands adjacent to the subdivision are being utilized for normal agricultural operations that may result in noise, dust, odour and other potential nuisances associated with agricultural uses. These normal farm practices may occasionally affect the living environment of residents in close proximity to agricultural operations.
- f) Contain wording to the effect that all agreements of purchase and sale shall include wording advising purchasers that the lands adjacent to the subdivision are being utilized for Township recreational operations (identifying current conditions and future expansion of operations) that may result in noise, light, dust and other potential nuisances associated with recreational operation uses. These recreational operations may occasionally affect the living environment of residents in close proximity to the Township recreational area.
- g) Contain wording to the effect that all agreements of purchase and sale shall include wording advising purchasers that Environmental Warnings/Restrictions will be registered on title pertaining to adjacent land uses (i.e. WWTP and its driveway; closed landfill site) and operations (identifying current conditions and future expansion operations), and associated potential occurrences of odours, noise, traffic, etc. These operations may occasionally affect the living environment of residents in closer proximity to the Township WWTP and closed landfill site.
- h) Contain provisions whereby the Owner shall implement recommendations of the final Environmental Impact Statement, and addendums prepared by AWS Environmental Consulting Inc. to the satisfaction of the Township of Wellington North.
- i) Contain provisions whereby the Owner shall implement the recommendations of the final Tree Preservation Plan and Environmental Implementation Plan (EIP) including the posting of securities to the satisfaction of the Township of Wellington North.
- j) Contain provisions whereby the Owner shall implement a buffer plan for the rear of lots 33 to 45 which shall include privacy fencing on the rear lot line and tree plantings on the adjacent lands to the satisfaction of Township of Wellington North.
- k) Contain provisions to address the provision of adequate sidewalks, lighting and snow removal and which are satisfactory to the Upper Grand District School Board and to the Township of Wellington North in respect of the means whereby the children can walk safely to school or to school bus "student collection areas".
- l) Provide for the completion of a Noise Impact Study by the Owner addressing any impacts from the adjacent municipal wastewater facility and sports complex (future pool, arena, ball diamond, soccer fields and playground) and the implementation of any recommendations of the final approved noise study to the satisfaction of the Township of Wellington North.
- m) Provide for the preparation of an updated and final Traffic Impact Study by the Owner that includes evaluating external student/pedestrian traffic and crossings and the implementation of the recommendations of that study through the detailed design process and to the satisfaction of the Township of Wellington North.
- n) Contain provisions that the Owner shall design, secure, construct and obtain necessary approvals for a sewage pumping station to serve the development on Township owned lands south of the subdivision to the satisfaction of the Township of Wellington North.
- o) Provide for the submission, to the satisfaction and approval of the Township of Wellington North, of design drawings and supporting information to address the requirements of the proposed development including roads, boulevards, pedestrian access, municipal servicing, drainage/SWM, utilities, landscaping/tree preservation, signage, external works required to support the development, and any other requirement of approval agencies.

- p) That prior to the initiation of any site grading or servicing and prior to final approval, the owner must submit updated and final detailed hydrogeological and geotechnical investigation reports for the site prepared by qualified Engineers to the satisfaction of the Township. The reports shall provide an assessment of proposed groundwater recharge mitigative measures on the identified seeps and on the lot buildings and structures. The reports shall provide an assessment of groundwater levels as well as establishing design high groundwater elevations on a lot by lot basis. The recommended high groundwater elevation for each lot is intended to ensure a minimum vertical separation from the underside of the proposed footing elevation to the seasonal high groundwater elevation at a given lot of 0.3m. Proposed lot grading plans for the development shall provide the minimum recommended separation on all lots. The geotechnical report shall establish the structural fill requirements on a lot by lot basis which shall be incorporated on detailed lot grading plans. The geotechnical report shall assess the proposed sewage pumping station site.
- 7 THAT prior to final approval and registration of any phase of the plan, the Township of Wellington North shall confirm to the satisfaction of the County of Wellington that an adequate water supply and sewage capacity is available and has been allocated for the applicable plan or phase.
 - 8 THAT the owner shall make satisfactory arrangements with the appropriate provider of telephone, natural gas, cable television and other utilities for the provision of such services to this plan of subdivision to the satisfaction of the Township of Wellington North.
 - 9 THAT Block(s) 131 (Open Space), 132 (Walkway), 133 (Daylight Triangle), and 134 - 137 (0.3 m Reserves) on the draft plan of subdivision shall be conveyed to the Township of Wellington North free and clear of encumbrances.
 - 10 THAT a Holding (H) Provision shall be put in place on lands, or part thereof, to the satisfaction of the Township of Wellington North which will not permit the issuance of building permits until the following matters have been addressed to the satisfaction of Council:
 - a) Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land and which has been allocated by the Township for this development, or part thereof.
 - b) Stormwater management issues have been adequately addressed;
 - c) A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township.
 - d) A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington Solid Waste Services Division related to the adjacent landfill site.
 - 11 THAT the Owner provide trail connections from Block 132 to the existing trail path to the northwest of the development and across Open Space Block 131 and along Martin St. to the Saugeen Trail on the adjacent property. The trail connections shall be included in the subdivision engineering drawings and secured in the subdivision agreement to the satisfaction of the Township of Wellington North.
 - 12 THAT the Owner provide buffering in the form of a minimum 1.8m high privacy fencing along the rear of Lots 33 to 45 and tree plantings on the adjacent lands between the rear of lots 33 to 45 and Martin St. (which serves as the driveway to the sewage treatment plant). The buffering plan shall be included in the subdivision engineering drawings and secured in the subdivision agreement to the satisfaction of the Township of Wellington North.
 - 13 THAT the Owner provide a letter of understanding to the satisfaction of the Township of Wellington North confirming roles/responsibilities/cost sharing agreed upon for the completion of the design and construction of Cork Street urbanization, improvements and sidewalk construction on east side of Cork Street including connections to Martin Street and Princess Street.

- 14 THAT the Owner shall prepare a Tree Preservation Plan (TPP) to the satisfaction of the Township of Wellington North. The TPP shall include a pre-construction tree inventory of all live native trees >10cm within areas that will be impacted by the proposed development, a hazard tree assessment, compensation plantings, and identify trees to be removed, as well as trees to be retained, in relation to the most current site/grading plans. Compensation plantings shall be provided within Open Space Block 131 to replace trees that require removal in order to facilitate the development. The implementation of the TPP shall be secured in the subdivision agreement.
- 15 THAT the Owner shall prepare an Environmental Implementation Plan (EIP) in order to address rear-yard usage of the residential lots that directly abuts the edge of the significant woodland, west of the subject property. Compensation and enhancement of natural features within the subject property, invasive species control measures, hazard tree identification and removals, proper tree protection and erosion control fencing, post construction monitoring efforts, and the distribution of environmental stewardship brochures to homeowners should be addressed within the EIP to best minimize both construction and future impacts to the adjacent significant woodland. The implementation of the EIP shall be secured in the subdivision agreement.
- 16 THAT the Owner commit to following through on the methane mitigation recommendations identified in the report prepared by Wilson Associates dated March 15, 2017 to the satisfaction of the County, or that the Owner submit an updated Guideline D-4 Study prepared by a qualified professional to the satisfaction of the County of Wellington Solid Waste Services Division which demonstrates why these measures are not warranted.
- 17 THAT the Saugeen Valley Conservation Authority (SVCA) must be satisfied a Floodplain Study and Lot grading and Drainage Plan shows all new development is located outside the Hurricane Hazel Flood Event floodplain.
- 18 THAT the Saugeen Valley Conservation Authority must be satisfied with the final Environmental Impact Study, Stormwater Management Plan and Engineering Drawings, Hydrogeologic Study, Geotechnical Study, Site Plan and Landscaping/Planting Plan.
- 19 THAT the Saugeen Valley Conservation Authority must be satisfied with wording in the Subdivision Agreement that provides for the implementation of the final Environmental Impact Study, Stormwater Management Plan and Engineering Drawings, Hydrogeologic Study, Geotechnical Study, Site Plan and Landscaping/Planting Plan.
- 20 THAT the Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada. The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.
- 21 THAT prior to final approval, the Owner/Developer shall provide written confirmation from an authorized service provider that communication/telecommunication facilities will be provided within the proposed development to enable, at a minimum, the delivery of communication/telecommunication services for emergency management services (i.e. 9-1-1 Emergency) in accordance with CRTC requirements.
- 22 THAT Upper Grand District School Board requests that the owner/developer comply with the following conditions:
- That Education Development Charges shall be collected prior to the issuance of a building permit(s).
 - That the developer shall agree in the subdivision agreement that adequate sidewalks, lighting and snow removal (on sidewalks and walkways) will be provided to allow children to walk

- safely to school or to a designated bus pickup point.
- That the developer and the Upper Grand District School Board reach an agreement regarding the supply and erection of a sign (at the developer's expense and according to the Board's specifications) affixed to the permanent development sign advising prospective residents about schools in the area.
 - That the developer shall agree in the subdivision agreement to advise all purchasers of residential units and/or renters of same, by inserting the following clause in all offers of Purchase and Sale/Lease: "In order to limit liability, public school buses operated by the Service de transport de Wellington-Dufferin Student Transportation Services (STWDSTS), or its assigns or successors, will not travel on privately owned or maintained right-of-ways to pick up students, and potential busing students will be required to meet the bus at a congregated bus pick-up point."
- 23 THAT the owner/developer provide to Union the necessary easements and/or agreements required by Union for the provision of gas services for this project in a form satisfactory to Enbridge.
- 24 THAT that the owner/developer shall complete to the satisfaction of Canada Post the following:
- The owner/developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans.
 - The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.
 - The owner/developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings.
 - The owner/developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy.
 - The owner/developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy.
 - The owner/developer agrees, prior to offering any of the residential units for sale, to place a "Display Map" on the wall of the sales office in a place readily available to the public which indicates the location of all Canada Post Community Mailbox site locations, as approved by Canada Post and the Township of Wellington North.
 - The owner/developer agrees to include in all offers of purchase and sale a statement, which advises the prospective new home purchaser that mail delivery will be from a designated Community Mailbox, and to include the exact locations (list of lot #s) of each of these Community Mailbox locations; and further, advise any affected homeowners of any established easements granted to Canada Post.
 - The owner/developer will be responsible for officially notifying the purchasers of the exact Community Mailbox locations prior to the closing of any home sales with specific clauses in the Purchase offer, on which the homeowners do a sign off.
- 25 THAT the applicant is required to enter into a construction Agreement with Wellington North Power.
- That the applicant's electrical distribution system plans must meet Wellington North

- Power Standards for design and construction.
- All electrical plans must be reviewed and approved by Wellington North Power.
- 26 THAT the Owner shall provide to the County of Wellington an AUTOCAD “dwg” digital file of the final plan to be registered.
- 27 THAT the Owner's surveyor provides to the County of Wellington a copy of the deposited Reference Plan submitted to the Land Registry/Titles Office for Wellington (No. 61) for “First Registration Under the Land Titles Act, R.S.O. 1990, c.L.5”.
- 28 THAT the Owner's surveyor shall provide to the County of Wellington a written undertaking to provide to the County of Wellington a mylar, 2 white prints and electronic version of the final plan of subdivision as registered in the Land Titles Office for Wellington (No. 61) should such documents not be forwarded to the County of Wellington by the local Land Registrar's office after registration of the plan.
- 29 THAT if final approval is not given to this draft plan No. 23T-20203 within five years of draft approval and if no extensions have been granted pursuant to subsection 51(33) of the Planning Act, draft approval shall lapse under subsection 51(32) of the Planning Act, R.S.O. 1990. If an extension is being requested, a written explanation together with a resolution from the Township of Wellington North must be received by the Director of Planning for the County of Wellington prior to the lapsing date *** DATE 2028 ***.
- 30 THAT the County of Wellington be advised in writing by the Township of Wellington North that conditions 2 to 15 have been satisfied.
- 31 THAT the County of Wellington be advised in writing by the County of Wellington Solid Waste Services that condition 16 has been satisfied.
- 32 THAT the County of Wellington be advised in writing by the Saugeen Valley Conservation Authority that conditions 17 - 19 have been satisfied.
- 33 THAT the County of Wellington be advised in writing by Bell (telecommunication provider) that conditions 20 and 21 have been satisfied.
- 34 THAT the County of Wellington be advised in writing by Upper Grand District School Board that condition 22 has been satisfied.
- 35 THAT the County of Wellington be advised in writing by Enbridge that condition 23 has been satisfied.
- 36 THAT the County of Wellington be advised in writing by Canada Post that condition 24 has been satisfied.
- 37 THAT the County of Wellington be advised in writing by Wellington North Power that condition 25 has been satisfied.
- 38 THAT the Owner/Developer remit to the County of Wellington the applicable final approval fee when the final plan is being presented to the County of Wellington for the County's consideration for final plan approval.

NOTES to DRAFT APPROVAL

1. It is the applicant's responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the County of Wellington, quoting the County plan of subdivision file number (23T-20203).

2. Clearances are required from the following agencies:

**Township of Wellington North
 County of Wellington Solid Waste Services
 Saugeen Valley Conservation Authority
 Bell/Telecommunication Provider
 Enbridge Gas
 Upper Grand District School Board
 Canada Post
 Wellington North Power**

If the agency condition relates to a condition(s) in the subdivision agreement, a copy of the subdivision agreement should be sent to them. This will expedite the clearance of the final plan.

3. The costs of any relocations or revisions to Hydro facilities which are necessary to accommodate this subdivision will be borne by the developer.
4. An electrical distribution line operating at below 50,000 volts might be located within the area affected by this development or abutting this development. Section 186 - Proximity - of the Regulations for Construction Projects in the *Occupational Health and Safety Act*, requires that no object be brought closer than 3 metres (10 feet) to the energized conductor. It is the proponent's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the electrical conductors can raise and lower without warning, depending on the electrical demand placed on the line. Warning signs should be posted on the wood poles supporting the conductors stating "*DANGER - Overhead Electrical Wires*" in all locations where personnel and construction vehicles might come in close proximity to the conductors.
5. The Owner is advised to contact Bell Canada at planninganddevelopment@bell.ca during the detailed utility design stage to confirm the provision of communication/telecommunication infrastructure needed to service the development.
6. It shall be noted that it is the responsibility of the Owner to provide entrance/service duct(s) from Bell Canada's existing network infrastructure to service this development. In the event that not such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of such network infrastructure.
7. If the Owner elects not to pay for the above noted connection, bell Canada may decide not to provide service to this development.
8. Measurements in final plans may be presented in metric or imperial units of measurement.
9. It is the Owner's responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the County of Wellington, attention of the Director of Planning, 74 Woolwich Street, Guelph, ON, N1H3T9.
10. The final plan approved by the County of Wellington must be registered within 30 days of final approval or the County of Wellington may withdraw its approval under subsection 51(59) of the Planning Act, R.S.O. 1990 as amended.
11. The Developer is hereby advised that prior to commencing any work within the Plan, the Developer must confirm that sufficient wire-line communication/telecommunication

infrastructure is currently available within the proposed development to provide communication/ telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the Developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure, the Developer shall be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e. 911 Emergency).

12. Payment of clearance letter fees may be required from the clearing agencies before the clearance letter is issued. Please contact the appropriate agency for information in this matter.

DRAFT



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of March 20, 2023
From: Darren Jones, Chief Building Official
Subject: CBO 2023-04 Building Permit Review Period Ending February 28, 2023

RECOMMENDATION

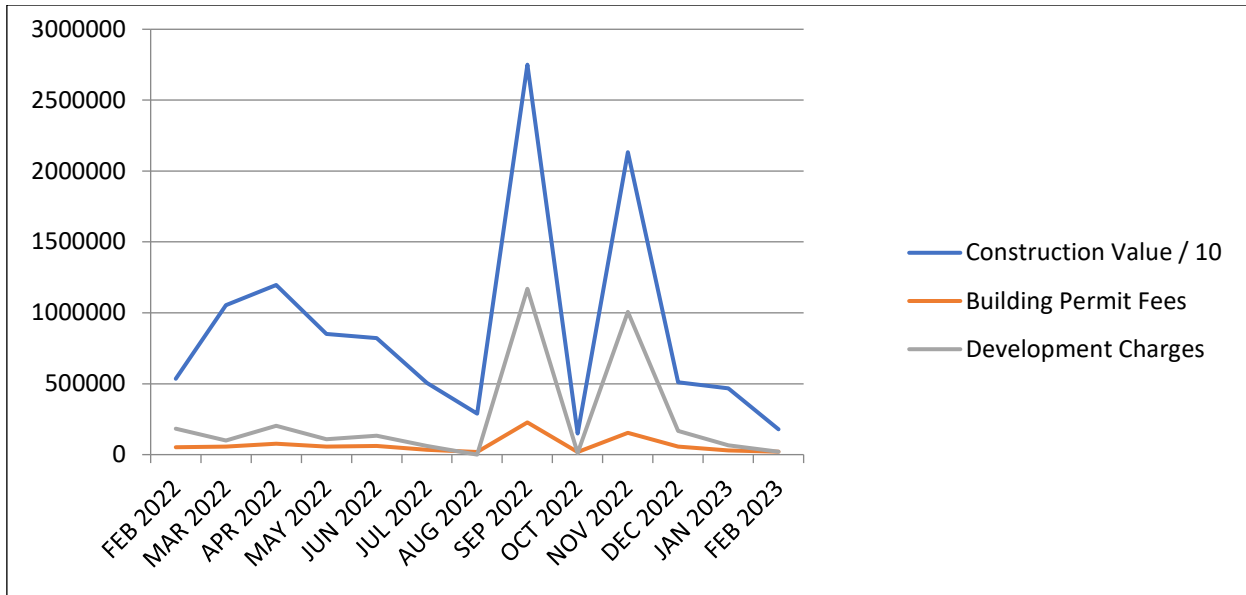
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2023-04 being the Building Permit Review for the period ending February 28, 2023.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2023-03 Building Permit Review Period Ending January 31, 2023
2. CBO 2022-04 Building Permit Review Period Ending February 28, 2022

BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
Single Family Dwelling	0	0.00	0.00	0.00
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	2	500,000.00	3,603.15	0.00
Garages / Sheds	2	66,500.00	767.82	0.00
Pool Enclosures / Decks	1	3,000.00	130.00	0.00
Commercial	2	153,500.00	8,152.56	20,409.32
Assembly	0	0.00	0.00	0.00
Industrial	0	0.00	0.00	0.00
Institutional	0	0.00	0.00	0.00
Agricultural	2	1,020,000.00	7,429.60	0.00
Sewage System	1	25,000.00	520.00	0.00
Demolition	1	20,000.00	130.00	0.00
Monthly Total	11	1,788,000.00	20,733.13	20,409.32
Total Year to Date	33	6,425,500.00	50,512.01	71,178.91
12 Month Average	34	9,090,100.83	67,354.71	254,184.75



10 Year Monthly Average	15	2,762,410.00	24,622.66	63,295.55
10 Year, Year to Date Average	24	4,839,589.20	34,918.62	93,777.63

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

Prepared By:	Darren Jones, Chief Building Official
Recommended By:	Brooke Lambert, Chief Administrative Officer



Staff Report

To: Mayor and Members of Council Meeting of March 20th, 2023

From: Dale Small,
Economic Development Officer

Subject: EDO 2023-008 Business Retention & Expansion Program

RECOMMENDATION

THAT The Council of the Township of Wellington North receive Report EDO 2023-008 being a report on the Business Retention & Expansion Program.

AND FURTHER THAT Council, supports the programs outlined below along with the recommended utilization of funding from the 2023 BR+E Implementation fund.

Mount Forest & Area Health Professional Recruitment	up to \$10,000.00
Mayors Roundtable	up to \$ 5,000.00
Lynes Blacksmith Shop Restoration Project	\$10,000.00

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

There have been numerous updates provided to council on our Business Retention & Expansion Program (BR+E) but none that are specifically pertinent to this report.

BACKGROUND

In Wellington North BR+E has been a priority of the Economic Development Office for many years. The first formal initiative dates back to 2005 when a review was completed of the manufacturing sector. Since then, BR+E has continued to be a major area of focus with some of the priorities/programs identified below:

- 2010 – 2011 Manufacturing and Construction sector BR+E review
- 2011 – 2012 Retail, Main Street and Home-Based sectors
- 2014 – 2015 Countywide BR+E Review of the Manufacturing, Health Care, Creative and Agriculture Sectors
- 2017 – 2018 Retail & Downtown Sectors
- 2018 – 2019 Mayors Roundtable – Manufacturing Sector (six large employers)
- 2020 – 2021 Countywide BR+E Business Recovery Survey
- 2021 – 2022 Saugeen Connects Entrepreneurship & Workforce Development
- 2021 – 2022 Attainable Housing supports

In 2014 Wellington County established the BR+E Implementation Fund. Recognizing that the communities in the seven municipalities are distinct in economic assets and markets, the Fund provides flexibility with projects ensuring that overall, the project is in concert with developing a competitive economy. In past years Wellington North has leveraged this funding to support many Economic Development Programs including our Community Improvement Program, Renew Northern Wellington Arts & Business Association, Wellington North Showcase, Northern Wellington Jobs and Housing, Saugeen Connects, Municipal Cultural Plan, Shop Local initiatives & others.

In support of our Business Retention & Expansion Program recommendations and consistent with the priorities outlined in the Wellington County Economic Development 2023 – 2025 Strategic Plan we recommend the \$25,000 in 2023 BR+E implementation funding be utilized to advance the following three programs.

Mount Forest & Area Health Professional Recruitment

Attached to this report as Attachment A is a report from Suzanne Trivers, Chair of the Mount Forest and Area Health Professional Recruitment Committee. The report provides council with an update on current recruitment and retention strategies, led by Alison Armstrong, Health Care Recruiter, North Wellington Health Care. These recruitment and retention programs are guided by a Health Professional Recruitment Committee and Councillor McCabe has been appointed by council as the Township of Wellington North representative on this committee.

Across the province hospitals have been under immense pressures dealing with increased patient admissions, bed capacity issues, emergency room challenges and a national health human resource shortage. These issues are very challenging for our rural health system staff and physicians as we continue to experience a high need for health care services and a shortage of available staff.

In previous years council have granted between \$7,500 and \$10,000 to support recruitment and retention efforts however in recognition of the significant challenges being faced in this sector the Recruitment Committee is requesting \$15,000 in financial support in 2023. In previous years this funding has come from the Townships Grants & Donations Community Development fund. In 2023 it is our expectation that council will not have enough funding in the Grants & Donations Community Development Fund to approve all applications being received. \$40,000 in funding is included in the EDO operating budget and applications are being received up to the end of March and will come to council on April 17th for approval.

As a result of this we would recommend that up to **\$10,000 in BR+E Implementation Funding** be used to support Health Professional Recruitment programs. Remaining funding will come from the Grants & Donations Community Development Fund.

Mayors Roundtable

In 2019 Wellington North hosted four Mayors Roundtable open forums with six of our larger employers/manufacturers. Originally launched to be a series of quarterly discussions, the intent was to engage everyone in a discussion around common challenges and concerns with the objective being to share as much information as possible from first-hand experience, to make suggestions and to discuss improvement opportunities moving forward.

The topics for discussion at these forums included:

- **Workforce** challenges.
- **Housing** requirements including affordable and rental.
- **Transportation** issues and options.
- **Talent/Immigrant** attraction and involvement.

The agenda frequently included our MP & MPP along with a tour of the host facility. Golden Valley Farms, Musashi, Quality Homes and Vintex, (Cooley Group) all hosted sessions.

In 2023 we intend to relaunch the Mayors Roundtable. While significant progress has been made in the above areas we believe they are still topical and along with our Growth Plan and Strategic Plan it is important to bring our major employers together for ongoing discussions.

Minimal funding is required for this program however any funds that are necessary to cover materials, room rentals, catering etc. will come from **BR+E Implementation Funding**.

Lynes Blacksmith Shop Restoration Project

On December 6th, 2022, the province announced the next application intake for the Rural Economic Development (RED) Program. Following on successful grant applications for Downtown Revitalization programs in Arthur & Mount Forest, this provided us with a great opportunity to continue with our revitalization efforts and an application was submitted in-partnership with the Lynes Blacksmith Shop.

Under the Strategic Economic Infrastructure Stream of the RED program up to 30% of eligible project costs, to a maximum of \$250,000, can be applied for. This stream focuses on priority economic infrastructure projects that improve physical assets identified as strategically important to the community. Our recently completed Municipal Cultural Plan identified the Lynes Blacksmith Shop as one of our most unique and important cultural assets and we are hopeful for a positive response.

Tacoma Engineers have completed an assessment of the building and the project would include replacement of the roof, establishing entrances that are up to building code requirements and providing electrical security lights. At this point in time, the Blacksmith Shop Committee are getting some formal quotes and estimates however it is anticipated that the total costs will be in the vicinity of \$150,000 - \$200,000.

Significant fundraising efforts will be required to support the completion of this restoration and it is the recommendation of the WN Cultural Roundtable that we utilize **\$10,000 in BR+E Implementation funding** to support the Lynes Blacksmith Shop Restoration Project.

FINANCIAL CONSIDERATIONS

Since enacted in 2014, the County investment of \$1,290,000 in BR+E Implementation Funding has created a 66% return on investment and noticeable, positive changes within Wellington County. The Economic Development Committee of County Council makes all funding decisions based on priorities identified in the individual municipal BR+E reports. Recognizing that the communities in the seven municipalities are distinct in economic assets and markets, the Fund

provides flexibility with projects ensuring that overall, the project is in concert with developing a competitive economy. Direct grant funding is available for each municipality to a maximum of \$25,000 to support BR+E implementation initiatives in the areas of:

- Downtown revitalization (incentive-based assistance for remediation work)
- Business incubation
- Workforce training/Business support workshops
- Regional marketing and promotion (print or video)
- Newcomer attraction
- Youth engagement
- Employment attraction
- Investment attraction
- Strategic economic planning/Project feasibility studies

The Township of Wellington North application for the 2023 funding will be submitted before then end of March and will be reviewed and decided on at the April meeting of the County of Wellington Economic Development Committee.

ATTACHMENTS

Attachment A: Mount Forest and Area Health Professional Recruitment 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

Prepared By:	Dale Small, Economic Development Officer	<i>Dale Small</i>
Recommended By:	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>



MOUNT FOREST AND AREA HEALTH PROFESSIONAL RECRUITMENT

c/o North Wellington Health Care, 500 Whites Road, Palmerston, ON N0G 2P0

Monday, January 23, 2023

Mayor Andy Lennox
The Township of Wellington North
7490 Sideroad 7 W, PO Box 125
Kenilworth, Ontario, N0G 2E0

Dear Mayor Lennox:

On behalf of the Mount Forest and Area Health Professional Recruitment Committee, I would like to thank you for your continued support of our health care professional recruitment efforts in this area. The attached summary provides an update of the current recruitment and retention strategies that we have in place. These strategies have been guided by input and support from the Recruitment Committee. Funding that we receive from the municipality allows us to continue successful recruitment and retention strategies.

It is our sincere hope that the Township of Wellington North will provide \$15,000 financial support in 2023 for health professional recruitment and retention efforts.

Alison Armstrong and I are pleased to attend an upcoming council meeting to provide an update on health care recruitment. Should you have any questions you may reach me at stivers@mountforestfht.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Suzanne Trivers".

Suzanne Trivers,
Chair, Mount Forest and Area Health Professional Recruitment Committee.

c.c.: Alison Armstrong, Health Care Recruiter, North Wellington Health Care
c.c.: Brooke Lambert, CAO, Wellington North
c.c.: Steve McCabe, Councillor, Wellington North

MOUNT FOREST AND AREA HEALTH CARE RECRUITMENT UPDATE 2022-23

This past year has been challenging for our rural health system staff and physicians, as we continue to experience a high need for health care services and a shortage of available staff. Across the province hospitals have been under immense pressures dealing with increased patient admissions, bed capacity issues, and a national health human resource shortage. As staff and physicians retire, or change jobs, there is a lack of health care professionals to fill vacant positions.

We are fortunate to have the support of our local municipalities as partners to help support our health care recruitment and retention initiatives. Together, promoting our communities and hospitals as *the* place to live and work will help us to fill these vacancies.

While there are no guarantees when it comes to physician recruitment, we do know that the more interest and positive experiences we generate, the greater the odds of recruiting. The following is an update on some of our most recent recruitment initiatives:

MARKETING

NEW RECRUITMENT VIDEO PLANNED FOR 2023

In 2022, with the support from our Minto-Mapleton municipal partners and physicians we created a promotional video of why physicians should choose to live and work here. We would like to make a similar video for Mount Forest that will be shared with all prospective candidates, medical trainees, on our websites, at trade shows, and on our social media feeds.



NEW SOCIAL MEDIA CAMPAIGN

In 2022, our Alliance hospitals (Palmerston & District, Louise Marshall, and Groves) launched a new health care recruitment campaign focusing on all the great benefits of working in a rural hospital and why we choose to be “*deliberately different*”. There are many differences between urban vs. rural health care and we wanted to raise attention to this. The campaign features our very own staff and physicians, using less traditional language and visuals to make the campaign fun and capture attention. We have received positive feedback from the campaign and have other hospitals asking us what advertising firm we used. This campaign was all done in-house. Below are some of the images we have posted, and we are working on adding more.

We are rural, but not remote.

We are
Deliberately
different



Dr. Christine Parker

We help you pay off
those student
loans.

We are
Deliberately
different



Eden Griffiths, RN

Balance
is our
superpower.

We are
Deliberately
different



Thoa Tran, APN

We wear
many
hats.

We are
Deliberately
different



Julia Epoch, RN

We are
close-knit.

We are
Deliberately
different



Dr. Chris Rowley and
Stacey Bell, RN

NEW WEBSITE LAUNCHES

When we are recruiting a physician to a community, we are also recruiting the physician's family. Information about the community, housing, schools, shops, job availability – is all extremely important in deciding about where to live and work. A new Wellington Health Care recruitment website was launched in 2022 highlighting all the benefits of living and working in our rural Wellington communities. Please check out our new website: www.whcrecruit.com

SHARE OUR NEW Recruitment Website!



TARGETING MEDICAL TRAINEES TO HAVE A RURAL EXPERIENCE

Medical education and training are an important tool in helping with the recruitment of rural physicians. We continue to concentrate our efforts on increasing medical resident training opportunities in our communities. Medical Residents are in their final years of training and are starting to look for places to live and work. They are also licensed physicians and, as such, can help provide care to our patients with the support and mentorship of our local physicians. The goal of our health care recruitment strategies in Mount Forest is to focus our energies on significantly increasing the number of family medicine residents and students to experience living and working here. We currently have four potential interested medical trainees we are working to recruit to Mount Forest.

HOUSING

Whether hosting medical trainees or physician locums coming to help work in our community, we need a place for guests to stay while they are here. We have been able to convert two nearby homes the hospital owns into housing to help host prospective recruits while in Mount Forest.

COMMUNITY SITE VISITS

Hosting prospective applicants is an important strategy used in health care recruitment. This past year we provided several hospital, and community site visits to interested candidates.

MARKETING MATERIALS

Promotional items are used to distribute to any medical trainee or prospective candidates visiting our community. Items this year included on-call bags and branded Yeti mugs, as well as informational brochures including ways to contact us.

New career fair, pop-up banners were created this year to tie into our new social media campaign. The banners are used at medical school events we attend.

WHO WE ARE?

The Mount Forest and Area Health Professional Recruitment Committee was created as a strategy to enhance the recruitment of doctors and other health care professionals to the area. The Committee includes: Wellington North and Southgate municipal representatives, local physicians, Mount Forest and Area Family Health Team and Family Health Organization representatives, a community member, and North Wellington Health Care recruitment staff.

The Committee meets throughout the year to review recruitment strategies, monitor progress, identify gaps, and develop strategies to meet these gaps.

The Township of Wellington North Community Development Fund 2022 Funding Report

From: Community Resource Centre

Contact: Ali Kane-DeCaire, Resource Development Coordinator

P.O. Box 442, Fergus, Ontario N1M 3E2

Phone: 226-971-2385

akanedecaire@communityresourcecentre.org

Date: March 8, 2023

In 2022, the Community Resource Centre gratefully received a grant of \$1,500 from the Township of Wellington North to purchase equipment to host “Outdoor Family Movie Nights” during the summer months.

With those funds, we purchased an outdoor screen, projector, speakers and popcorn machine.

We held 3 outdoor movie nights- one in July of 2022 and two more in August of 2022. One was held in Arthur at the Optimist Pavilion and the other two at the Cork St. Pavilion in Mount Forest. Both locations were ideal locations for an event like this. There was plenty of space to set up on the grass and access to power to run the equipment. The weather conditions were excellent for all three dates.

We advertised the events on our social media and the Township of Wellington North did the same for us. The movies shown were ‘Sing 2”, “Lightyear” and “Fireheart”. We were satisfied with the attendance of the event but had hoped for a larger audience. On average, we had 40-50 attendees. It’s possible other community events happening at the same time affected our numbers. For example, the Fireworks Festival in Mount Forest took place the same day as our show in Arthur. We will keep this into consideration when deciding on dates for an event like this in the future.

It was offered as a free event. We did not charge admission, but we accepted monetary donations from anyone who wished to donate. We received some donations, totaling \$150 for all three events. We did not set a fundraising goal. Instead, our aim with this project was for those in Wellington North to know more about the Community Resource Centre and our programs and services available to them. We feel we achieved this objective. Our social media engagement with residents in Wellington North increased and those who attended our events left knowing a little bit more about our work in their community.

Thank you to the Township of Wellington North for allowing us the opportunity to host our movie nights. The Wellington North staff were wonderful in helping us run the events smoothly. We look forward to providing more community events like this in the future!

This concludes the results of your 2022 funding. If you would like further information, or wish to discuss our programs in more detail, we would be delighted to do so!

Sincerely,



Ali Kane-DeCaire
Resource Development Coordinator

3/09/23

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Date	Amount
79047	2542149 ON Ltd	3/02/23	\$1,037.50
79048	Abell Pest Control Inc	3/02/23	\$66.92
79049	Assoc Ont Road Superintendents	3/02/23	\$485.90
79050	Arthur Foodland	3/02/23	\$10.15
79051	Bell Mobility	3/02/23	\$1,114.76
79052	Blonde Design Co	3/02/23	\$1,300.00
79053	Bluewater Fire & Security	3/02/23	\$259.90
79054	Canadian Tire #066	3/02/23	\$244.07
79055	Cedar Creek Tools Ltd	3/02/23	\$642.61
79056	Country Creations of Mt Forest	3/02/23	\$100.00
79057	Dave's Auto Body	3/02/23	\$1,006.51
79058	DO/ABLE	3/02/23	\$7,241.41
79059	Eastlink	3/02/23	\$536.75
79060	Firechek Protection Services I	3/02/23	\$1,171.71
79061	Grey County Fire Training Asso	3/02/23	\$250.00
79062	Haws Doors and Hardware Ltd.	3/02/23	\$649.75
79063	Hydro One Networks Inc.	3/02/23	\$5,772.53
79064	JBF Controls Ltd	3/02/23	\$2,486.00
79065	JD Mobile Repair Service	3/02/23	\$1,945.72
79066	Loughran Electric	3/02/23	\$971.80
79067	Marbrook Farms Ltd	3/02/23	\$11,443.00
79068		3/02/23	\$1,900.00
79069	Mount Forest Foodland	3/02/23	\$56.03
79070	Mount Forest Lions Club	3/02/23	\$1,000.00
79072	Ontario Aggregate Resources	3/02/23	\$4,822.11
79073	Owen Sound Highway Maintenance	3/02/23	\$23,285.23
79074	Peavey Mart	3/02/23	\$33.89
79075	PepsiCo Beverages Canada	3/02/23	\$1,324.88
79076	Jim Robinson	3/02/23	\$3,051.00
79077	Royal Bank Visa	3/02/23	\$366.55
79078	TD Canada Trust	3/02/23	\$1,295.81
79079	TD Wealth	3/02/23	\$846.52
79080	The Booster Magazine	3/02/23	\$395.50
79081	Workplace Safety & Ins Board	3/02/23	\$11,913.33
EFT0004754	ACE, Accent Electronic Control	3/02/23	\$79.10
EFT0004755	Agrisan SC Pharma	3/02/23	\$8,363.11
EFT0004756	A J Stone Company Ltd.	3/02/23	\$13,209.81
EFT0004757	Arthur Chrysler Dodge Jeep Lim	3/02/23	\$5,075.91
EFT0004758	Arthur Home Hardware Building	3/02/23	\$344.69
EFT0004759	Arthurs Fuel	3/02/23	\$2,741.13
EFT0004760	BackSpace Computer	3/02/23	\$3,955.00
EFT0004761	B M Ross and Associates	3/02/23	\$3,471.37
EFT0004762	Canada's Finest Coffee	3/02/23	\$90.80
EFT0004763	CARQUEST Arthur Inc.	3/02/23	\$1,344.83
EFT0004764	Carson Supply	3/02/23	\$413.93

Cheque Number	Vendor Cheque Name	Date	Amount
EFT0004765	Coburn Insurance Brokers Ltd.	3/02/23	\$335,261.16
EFT0004766	Coffey Plumbing, Div. of KTS P	3/02/23	\$218.44
EFT0004767	Cordes Enterprise	3/02/23	\$3,265.70
EFT0004768	Corporate Express Canada Inc.	3/02/23	\$334.24
EFT0004769	Canadian Union of Public Emplo	3/02/23	\$1,825.93
EFT0004770	Decker's Tire Service	3/02/23	\$158.20
EFT0004771	Duncan, Linton LLP, Lawyers	3/02/23	\$3,399.15
EFT0004772	Eric Cox Sanitation	3/02/23	\$2,165.58
EFT0004773	Evoqua Water Technologies	3/02/23	\$1,055.96
EFT0004774	Excel Business Systems	3/02/23	\$349.73
EFT0004775	FOSTER SERVICES/822498 ONT INC	3/02/23	\$2,100.11
EFT0004776	Georgian Bay Waterworks Confer	3/02/23	\$50.00
EFT0004777		3/02/23	\$41.00
EFT0004778	Graybar Canada Ltd	3/02/23	\$4,840.92
EFT0004779	GSP Group	3/02/23	\$2,065.07
EFT0004780	Hort Manufacturing (1986) Ltd.	3/02/23	\$212.67
EFT0004781	Huronina Welding	3/02/23	\$1,703.18
EFT0004782	Ideal Supply Inc.	3/02/23	\$93.40
EFT0004783	J.A. Porter Holdings (Lucknow)	3/02/23	\$1,847.12
EFT0004784	K Smart Associates Limited	3/02/23	\$916.71
EFT0004785	Maple Lane Farm Service Inc.	3/02/23	\$309.95
EFT0004786	Marcc Apparel Company	3/02/23	\$2,036.18
EFT0004787	Midwest Co-operative Services	3/02/23	\$2,327.38
EFT0004788	Ont Mun Employee Retirement	3/02/23	\$52,861.44
EFT0004789	Print One	3/02/23	\$555.96
EFT0004790	Pryde Truck Service Ltd.	3/02/23	\$5,984.68
EFT0004791	Purolator Inc.	3/02/23	\$13.73
EFT0004792	Reeves Construction Ltd	3/02/23	\$6,974.16
EFT0004793	Risolv IT Solutions Ltd	3/02/23	\$2,212.66
EFT0004794	Saugeen Community Radio Inc.	3/02/23	\$731.11
EFT0004795	SGS Canada Inc.	3/02/23	\$2,286.59
EFT0004796	Entandem	3/02/23	\$448.80
EFT0004797	Stephen Hale	3/02/23	\$1,582.00
EFT0004798	STRONGCO LIMITED PARTNERSHIP	3/02/23	\$1,083.72
EFT0004799	Suncor Energy Inc.	3/02/23	\$15,709.35
EFT0004800	Superior Tire Sales & Service	3/02/23	\$115.49
EFT0004801	Saugeen Valley Conservation	3/02/23	\$41,472.15
79082	Kronos Canadian Systems Inc.	3/03/23	\$1,187.54
79083	Manulife Financial	3/03/23	\$33,150.19
79084	Ministry of Finance	3/03/23	\$520.00
79085		3/03/23	\$282.05
79086		3/03/23	\$300.00
79087	RSM Building Consultants Inc.	3/03/23	\$666.70
79088	Telizon Inc.	3/03/23	\$752.47
79089	Architects Tillmann Ruth Robin	3/03/23	\$7,574.53
79090	Trevor Roberts Auto Repair	3/03/23	\$2,318.99
79091	Township of Centre Wellington	3/03/23	\$2,272.06
79092	Uline	3/03/23	\$694.50
79093	Enbridge Gas Inc.	3/03/23	\$24,998.78
79094	UnitedCloud Inc.	3/03/23	\$571.32
79095	Waste Management	3/03/23	\$1,170.73

Cheque Number	Vendor Cheque Name	Date	Amount
79096	Well Cty Road Super Assoc	3/03/23	\$1,250.00
79097	Wightman Telecom Ltd.	3/03/23	\$257.43
EFT0004802	Eric Cox Sanitation	3/03/23	\$1,207.49
EFT0004803	Industrial Alliance Insurance	3/03/23	\$162.85
EFT0004804	J J McLellan & Son	3/03/23	\$327.70
EFT0004805	Officer's Auto Care Inc.	3/03/23	\$148.91
EFT0004806	Resurfice Corporation	3/03/23	\$1,836.82
EFT0004807	ROBERTS FARM EQUIPMENT	3/03/23	\$1,550.91
EFT0004808	Rural Routes Pest Control Inc.	3/03/23	\$90.68
EFT0004809	Shred All Ltd.	3/03/23	\$248.60
EFT0004810	Suncor Energy Inc.	3/03/23	\$15,855.09
EFT0004811	T&M BBQ Catering Ltd	3/03/23	\$500.00
EFT0004812	Technical Standards & Safety A	3/03/23	\$731.13
EFT0004813	Terryberry	3/03/23	\$484.43
EFT0004814	Teviotdale Truck Service & Rep	3/03/23	\$2,937.97
EFT0004815	Toromont Industries Ltd.	3/03/23	\$5,448.74
EFT0004816	Triton Engineering Services	3/03/23	\$9,537.87
EFT0004817	Upanup Studios Inc.	3/03/23	\$1,695.00
EFT0004818	Viking Cives Ltd	3/03/23	\$2,160.72
EFT0004819	Wellington Advertiser	3/03/23	\$565.00
EFT0004820	Wellington North Power	3/03/23	\$2,854.71
EFT0004821	Wellington North Machine/10000	3/03/23	\$813.60
EFT0004822	Work Equipment Ltd.	3/03/23	\$616.83
EFT0004823	Young's Home Hardware Bldg Cen	3/03/23	\$319.92
79098	Bluewater Chapter OBOA	3/07/23	\$240.00
79099	Eastlink	3/07/23	\$552.85
79100	J&K Enterprises	3/07/23	\$243.07
79101	Enbridge Gas Inc.	3/07/23	\$1,090.78
79102	UnitedCloud Inc.	3/07/23	\$512.00
79103	Waste Management	3/07/23	\$11.25
79104	WD Property Maintenance	3/07/23	\$1,460.53
79105	Wightman Telecom Ltd.	3/07/23	\$964.31
EFT0004824	ARTHUR BIA	3/07/23	\$19,250.00
EFT0004825	Brandt Cambridge	3/07/23	\$1,114.01
EFT0004826	Corporate Express Canada Inc.	3/07/23	\$76.30
EFT0004827	Hort Manufacturing (1986) Ltd.	3/07/23	\$572.29
EFT0004828	Mt Forest Business Improvement	3/07/23	\$14,819.45
EFT0004829	PACKET WORKS	3/07/23	\$169.50
EFT0004830	Risolv IT Solutions Ltd	3/07/23	\$10,596.00
EFT0004831	Saugeen Community Radio Inc.	3/07/23	\$731.11
EFT0004832	Upanup Studios Inc.	3/07/23	\$565.00
EFT0004833	Viking Cives Ltd	3/07/23	\$353.81
EFT0004834	Wellington Advertiser	3/07/23	\$1,301.28
EFT0004835	Wellington North Power	3/07/23	\$73,348.85
EFT0004836	Yake Electric Ltd	3/07/23	\$5,330.21
EFT0004837	Young's Home Hardware Bldg Cen	3/07/23	\$120.77
	Total Amount of Cheques:		\$888,212.77



B. M. ROSS AND ASSOCIATES LIMITED
Engineers and Planners
 Box 1179, 206 Industrial Drive
 Mount Forest, ON, Canada N0G 2L0
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File No. 18285

March 15, 2023

BY EMAIL ONLY

Tammy Stevenson, C.E.T.
Development Technologist/Project Lead
 Township of Wellington North
 7490 Sideroad 7 W, PO Box 125
 Kenilworth, ON, N0G 2E0

Re: Jack's Way Subdivision
Draft Plan 23T-18004
-- Preliminary Acceptance for Stage 1 & Stage 2 --

On August 29, 2022, 5053745 Ontario Inc. entered into a Subdivision Agreement with the Township for a 29-unit residential subdivision in Mount Forest, including the construction of a new roadway named Jack's Way. In accordance with terms of that Agreement, their Engineer (Cobide Engineering Inc.) is requesting Preliminary Acceptance for the constructed Stage 1 and Stage 2 Works. The purpose of this letter is to provide Council with our recommendation pertaining to this request.

Constructed Works

J. T. Excavating was retained by the Developer to construct the municipal servicing and roadway for this subdivision, and the majority of that work was completed by late-November, 2022. BMROSS and Township staff met with the Contractor and Cobide Engineering on November 24, 2022, for a general overview of the Stage 1 Works (i.e., SWM facility, storm sewer, sanitary sewer, watermains, associated services) and of the Stage 2 Works (i.e., road: curb, base asphalt, boulevard rough grading). Works pertaining to Stage 3 (i.e., utilities and street lighting) and Stage 4 (i.e. sidewalks, final lift of asphalt, restoration) will be the subject of future acceptance requests made by the Developer once those Works have been constructed.

We are in receipt of documentation provided to us by Cobide Engineering on March 10, 2023, that includes the following:

- A March 10, 2023, engineer's certification letter for Stages 1 & 2.
- Concrete curb, concrete sidewalk, and asphalt (HL-3 & HL-4) mix designs.
- Various geotechnical verification test results as completed for the Developer by CMT Engineering (Gran."A" gradation) and GM BluePlan (Gran. "B" gradation/proctor; compaction testing – trench bedding, cover & backfill; subgrade, Gran. "B", Gran. "A", asphalt - HL-4; concrete curb compressive strength).

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- Asphalt (HL-4) Marshall test results.
- Watermain commissioning test results (pressure/leakage test; disinfection). It is our understanding the Township's Water Department has received the microbiological test results and witnessed the tracer wire conductivity testing, to their satisfaction.)
- Flexible storm sewer and sanitary deflection (Mandrel) test results
- Sanitary sewer and storm sewer leakage (air) test results.
- CCTV of the sanitary and storm sewers and services, as completed in December 2022.

BMROSS had prepared a deficiency list dated November 24, 2022, based on the results of a site meeting. The status of these deficiencies will be reviewed in the springtime, including the following additional deficiencies that have been identified based on our review of the submitted documentation and of the CCTV inspections submitted to us by Cobide on March 13, 2023:

- Missing subgrade proof rolling test results.
- Missing CCTV of all culverts and of Lot 4b sanitary service.
- Incomplete CCTV of Lot 15-10 storm service (PDC).
- Repair Lot 16-2 sanitary cleanout wye.

It is our understanding that installation of utilities is incomplete including street lighting, that natural gas will not be installed until springtime, and Canada Post Community Mailbox needs to be installed. Occupancy permit applications should not be accepted by the Township until these matters have been addressed.

In summary, based on a November 24, 2022, site review meeting and documentation provided by the Developer's Engineer, it is our opinion the Stage 1 and Stage 2 Works have been substantially completed for this subdivision (i.e. SWM facility, sanitary sewer, watermain, storm sewer, road). Deficiencies will need to be addressed by the Developer in a timely manner during the minimum 2-year maintenance period.

Summary

Based on available information provided to us by the Developer and his Engineer, it is our opinion the Township could pass the following resolution:


THAT the Council of the Corporation of the Township of Wellington North grant 5053745 Ontario Inc., for its Jack's Way subdivision in the community of Mount Forest (Draft Plan 23T-18004), Preliminary Acceptance for Stage 1 and for Stage 2.

If you have any questions, please contact us.

Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED

Per



Frank Vanderloo, P. Eng.

FCV:fcv

c.c. Travis Burnside, Cobide
Brad Wilson, Developer



Report OP

Staff Report

To: Mayor and Members of Council Meeting of March 13, 2023

From: Matthew Aston, Director of Operations

Subject: OPS 2023-012 being a report on growth within the community of Arthur

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-012 being a report on growth within the community of Arthur;

AND FURTHER THAT Council direct staff to implement a similar policy and allocation method for drinking water as the one that is currently in place for sewage allocation.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Report OPS 2021-012 being a report to prioritize major Wellington North water and wastewater capital projects

2023 Capital Budget

BACKGROUND

Within the 2022 drinking water reserve for the Arthur system the following developments have committee allocation: Eastridge – Phase 3 & 4, Forest View Estates, and Seawaves (204 Gordon Street). Cachet was only committed thirty-nine units within the calculation; however, another 158 Equivalent Residential Units (ERUs) were committed by Council in April 2022.

This implies that of the 489 ERUs of drinking water reserve capacity available at year-end 2021 only 331 ERUs are currently uncommitted ($489 - 158 = 331$ ERUs).

Within the 2022 sewage reserve capacity for Arthur the following developments had committed allocation: Eastridge – Phase 3 & 4, Forest View Estates, and Seawaves (204 Gordon Street). Cachet was only committed thirty-nine units within the reserve calculation; however, another 158 ERUs were committed by Council in April 2022.

The implies that of the 391 ERUs of sewage capacity available at year-end 2021 only 233 ERUs are currently uncommitted ($391 - 158 = 233$ ERUs).

Projects with committed sewage allocation:

Project	# of Remaining Units*	# of Units**	Total # of Units
Eastridge – Phase 3 & 4	103		103
Forest View Estates	50		50
Seawaves Homes (Gordon St)	37		37
D. Martin Developments	1		1
Cachet Development	39	158	197
Infill Lots	10	10	20
TOTAL	240	168	408

*- At year-end 2021

** - Awarded in 2022

The Township currently has a design for an upgrade to the Arthur Wastewater Treatment Plant (WWTP) that would see another 440 ERUs of sewage capacity created and is currently high-level estimated at a cost of \$12,450,000. This design has been approved by the Ministry of Environment, Conservation and Parks (MECP) with construction needing to be completed by September 2024 unless the Township requests an extension.

The information below is based on the most recent conceptual plans with respect to proposed development projects in Arthur. Please keep in mind that these projects remain subject to change, i.e. in many instances applications have not been submitted, but for the purpose of discussion, lend context to the overall conversation.

Preliminary projects where sewage allocation is uncommitted:

Project	# of Proposed Units*
Eastridge – Phase 5	55
Sarah Properties	251 + 130 Multi-Unit Apartment
152 Frederick St W Apartment	59
178 Frederick St W (Baratto)	24 + Multi-Use Building
VED (Extension of Adelaide Street)	35
Harvest View	63
Lion's Park Development 335 & 341 Smith Street	15
Milo Group	210
TOTAL	843 + Multi-Use Building

*- It should be understood that not all proposed units represent a one-to-one ratio to ERUs but these details are determined once more details are known.

The June 2021 report that projected a new water supply in Arthur would be required within an eight to fifteen year horizon assumed that the Township would continue to award sewage allocations based on its 15% per year policy. Given that decisions were made to provide more sewage allocation in April 2022, it is more likely that Arthur will run out of drinking water supply

and sewage treatment capacity within the next five years, which could bring about a development freeze similar to the one experienced from 2013 to 2020.

Human and project management resources associated with the successful implementation of these projects should also be a deliberate consideration of Council as projects are approved to move forward.

From a Township-wide standpoint, the upgrade to the Arthur WWTP and Arthur drinking water system need to be reviewed in context of all the capital projects which all present significant financial pressures. Many of these known capital projects were apart of the recent 2023 budget presentation – 10-YR forecast.

FINANCIAL CONSIDERATIONS

The cost of a new drinking water supply, complete with treatment is now high-level estimated at \$4.5 million. Township staff have put forward a project to complete an environmental assessment (~\$200k) for a new drinking water supply in Arthur within the 2023 capital budget which would be required to be complete before any construction works could commence.

The cost of the next Arthur WWTP upgrade was estimated at \$8.3 million (2018). The estimated actual cost at this time is anticipated to be 50% higher than the 2018 estimate and the project was included as a 2023 capital project ask. It is worth noting that the Arthur WWTP – Phase 1 upgrade took approximately two years to construct for additional context on how long these major capital projects take to construct.

ATTACHMENTS

NA

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: Matthew Aston, Director of Operations

Matthew Aston

Recommended By: Brooke Lambert, Chief Administrative Officer

Brooke Lambert



Staff Report

To: Mayor and Members of Council Meeting of
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: Report CLK 2023-011 Winter Burials Mount Forest Cemetery

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report CLK 2023-011 winter burials Mount Forest Cemetery;

AND FURTHER THAT Council not approve winter burials in the Mount Forest cemetery.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The England Funeral Home, operating out of the Town of Mount Forest, has respectfully requested that Council consider permitting winter burials in the Mount Forest Cemetery. They advise “many families have expressed their wish that the interment takes places shortly following the death, giving them closure and they’ve shared with us how difficult it is for them to “re-open the wound” in the spring. Other surroundings communities are able to facilitate winter burials and we hope that Wellington North will consider offering the same service to its residents.”

The following municipalities provide winter burials.

	Shelburne	Mapleton	Minto	Grey Highlands
WINTER				
Standard burial	\$3,550.00	\$1,255.00	\$750.00	\$2,033.00

Grand Valley, Southgate, West Grey, Centre Wellington, Orangeville and Guelph Eramosa do not provide winter burial services.

Minto provides winter burial services, “however only in special circumstances where there is reasonable and safe access that does not damage nearby headstones and cannot always accommodate winter burials depending on plot location snow depth and other factors.”

(source <https://town.minto.on.ca/content/government/departments/public-works/minto-draft-cemeteries-master-plan-final-september-2019.pdf>)

The Town of Shelburne provides winter burial services, however “based on weather conditions, staffing and the availability to permit the interment in a safe and dignified manner.” (source <https://www.shelburne.ca/en/living-here/cemetery.aspx#Interment-charges>)

Logistics:

In order to provide for winter burials, plowing would need to be done on a somewhat regular occurrence on the grounds. If it is left to the day of a funeral there could be an inordinate amount of snow build up to remove. Staff estimate after each snow occurrence it would take approximately 2 to 3 hours to open the roads in the cemetery. There is also the issue of placing the snow somewhere. Plowing would need to be very precise as in the older sections, headstones have shifted and in fact some are now in the roadway.

The newest sections that would provide the best circumstances for winter burials are the furthest away from the road, requiring the most plowing and snow removal. The graves in the older section are closer together and are surrounded by mature trees, making locating a grave and snow removal difficult.

In addition to snow removal and digging, at times in order to open a new plot, an adjoining headstone must be removed which would involve more digging and finding a suitable safe temporary place for the headstone.

An ideal situation for winter burials are cold conditions, however with our frequent freeze thaw cycles, that means working in less than ideal conditions. Working on soft ground creates ruts and unsightly mud throughout the cemetery. Restoration work would be required in the summer including levelling, topsoil and seed.

Clean, unfrozen fill would need to be available as what is removed from grave when opening it would result in large chunks of frozen soil that would be unsuitable for backfilling the grave.

The Mount Forest cemetery is Type 3 soil, consisting of coarse granular material with a low degree of internal strength and is not stable. When digging a grave, workers need to enter the grave to level the bottom and the corners and remove larger rocks. There is a lot of ground water that can fill the graves while digging in the late fall and early spring that could result in cave ins.

Resources:

In the winter, the roads team typically start their day at 4:30 am and are off at 1:00 pm. Weekends are usually a 4 to 6 hour work day, without a storm event or equipment failure. The last few winters, hiring term task employees has proven difficult. Having three people, locate a grave, clear the cemetery of snow and dig a grave in winter conditions would result in less resources available to keep roads and sidewalks clear.

A frost ripper may be required in order to open graves in unusually cold circumstances. The cost of this equipment is approximately \$40,000.00. When required for broken water services we contract that service out now. It is estimated to cost \$800.00 when needed for a winter

burial (four hour minimum call out at \$200.00/hr). The equipment is large and will create a situation that will require remedial intervention in the spring.

Currently we would provide a winter burial if directed by the Medical Officer of Health under the Health Protection and Promotion Act. The last one performed by the municipality resulted in three employees working a 14 hour work day (approximately 5 hours per employee was related to the funeral).

It is staff's opinion that there are currently not enough staff resources to provide this enhanced level of service.

Cost:

All costs incurred in providing winter burials would need to be passed on to the user including but not limited to:

- Regular plowing of the road system in the cemetery
- Overtime
- Equipment (owned and contracted)
- Spring restoration time and material

FINANCIAL CONSIDERATIONS

There is no cost to receiving the report. If Council decides to permit winter burials staff will provide detailed costing for winter burials.

ATTACHMENTS

N/A

STRATEGIC PLAN 2019 - 2022

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

Yes

No

N/A

Prepared By:	Karren Wallace, Director of Legislative Services/Clerk	<i>Karren Wallace</i>
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Recommended By:	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>
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Mayors Proclamation : Volunteer Week

WHEREAS, 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and

WHEREAS, volunteers in the Township of Wellington North mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, volunteers in the Township of Wellington North continually step up to support families, friends, neighbors, and strangers, and for people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and

WHEREAS, the Township of Wellington North's volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our communities volunteers is that the Township of Wellington North is a more desirable place to live; and

WHEREAS, organizations in the Township of Wellington North that rely on volunteers include such fundamental organizations as the Louise Marshall Hospital, Cancer Patient Services, MF Community Pantry, Arthur FoodBank, Lynes Blacksmith Shop, MF Fireworks Festival, our Agricultural Societies, Historical Societies, Horticultural Societies, Lions Clubs, Optimist Clubs, and many more, and

NOW, THEREFORE, I, *Andy Lennox*, Mayor of the Township of Wellington North do hereby proclaim April 16th – 22nd 2023, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.



Homelessness Resolution

A Call to the Provincial government to End Homelessness in Ontario
To Premier Doug Ford:

Please be advised that the Council of the Corporation of the Township of Wellington North at its meeting held on March 20, 2023 adopted the following:

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;

WHEREAS the homelessness crisis is the result of the underinvestment and poor policy choices of successive provincial governments;

WHEREAS homelessness requires a range of housing, social service and health solutions from government;

WHEREAS homelessness is felt most at the level of local government and the residents that they serve;

WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,

WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.

THEREFORE BE IT RESOLVED THAT the Township of Wellington North calls on the Provincial Government to urgently:

- a. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
- b. Commit to ending homelessness in Ontario;
- c. Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.

AND FURTHER THAT a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; and to the Association of Municipalities of Ontario.



FOR RELEASE February 15th, 2023

The Township of Wellington North is pleased to invite all volunteers and newcomers to our community to join us on Thursday April 20th, for a volunteer celebration & newcomers welcome.

This celebration will be held between 4:30pm - 7:00pm at the Arthur & Area Community Centre (158 Domville Street). The event will include displays from a variety of community organizations, Mayors welcome, presentations and cake cutting starting at 5:00pm with a catered dinner at 5:30pm. If you have recently moved to the area this is an opportunity to learn more about your community, ask questions and receive a welcome bag full of useful information and goodies. You can also grab a recycling bin if you have not already done so!

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.

This celebration will fall during National Volunteer Week which runs from April 16th – 22nd and this provides us with a great opportunity to thank the many volunteers in our community.

Mayor Andrew Lennox: “Volunteers are the heart of Wellington North, and we look forward to recognizing and celebrating volunteerism in our community and also welcoming our newcomers and showing to you that Wellington North is a great place to live, work and raise a family. Please come out and join us on April 20th”

-30-

Karren Wallace
Director of Legislative Services/Clerk

From: Karen Waschinski
Sent: Saturday, February 25, 2023, 7:47 p.m.
To: Andy Lennox <alennox@wellington-north.ca>
Subject: budget and the pool

To the Honorable Mayor Andy Lennox,

I heard that deliberations about the Mount Forest pool continue and that council is currently discussing how a new pool should be funded. As a resident of Mount Forest, I feel that those who will use the pool should be the ones to raise the majority of the funds for its construction.

What percentage of the population used the old pool? With money getting tighter and tighter and everyone feeling uneasy about the rising cost of living, I feel it would be poor timing to add a tax burden for a resource that most citizens won't be using.

Therefore, the majority of the funds should be raised by those most interested in having a pool in Mount Forest, with only a modest amount coming from tax money.

Thank you for your time,
Karen Waschinski, Mount Forest

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 021-23

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 3 to By-law 66-01 is amended by changing the zoning on the lands described as Part of Park Lots 10, 11, 12, South of Princess Street, Plan Town of Mount Forest & Part of Park lots 'I', 'K', 'L', Macdonald's Survey & Part of Division 1 of Lot 2 Con WOSR (Arthur) (Town of Mount Forest), Town of Mount Forest, Township of Wellington North, as shown on Schedule "A" attached to and forming part of this By-law from Future Development (FD) to Medium Density Residential Site Specific (R2-70) with a Holding Provision (H), High Density Residential Site Specific (R3-71) with a Holding Provision (H), High Density Residential Site Specific (R3-72) with a Holding Provision (H), Medium Density Residential Site Specific (R2-73) with a Holding Provision (H), and Open Space.
2. THAT Section 32, Mount Forest area exception zone, is hereby amended by adding the following new exceptions:

32.70 Sunvale/Welton Subdivision	R2-70 (H)	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply to single detached and semi-detached residential dwellings:</p> <p>i) Front Yard, Minimum 5.0 m (16.4 ft) (Dwelling)</p> <p>ii) Front Yard, Minimum 6.0 m (19.7 ft) (Garage)</p> <p>iii) Exterior Side Yard, 4.5 m (14.8 ft) Minimum</p> <p>Provided the yard encroachment allowed under Section 6.37 b does not result in any portion of the building being be situated closer than 3.0 m (9.8 ft) from the exterior side yard lot line.</p> <p>iv) Lot Coverage, 45% for Single Detached Dwellings Maximum</p>
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		<p><u>Holding (H) Provision</u> Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> i. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. ii. Stormwater management issues have been adequately addressed; iii. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. iv. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.
<p>32.71 Sunvale/Welton Subdivision</p>	<p>R3-71 (H)</p>	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply to street townhouse units:</p> <ul style="list-style-type: none"> i) Front Yard, Minimum 5.0 m (16.4 ft) (Dwelling) ii) Front Yard, Minimum 6.0 m (19.7 ft) (Garage) iii) Exterior Side Yard, 4.5 m (14.8 ft) Minimum <p>Provided the yard encroachment allowed under Section 6.37 b does not result in any portion of the building being be situated closer than 3.0 m (9.8 ft) from the exterior side yard lot line.</p> <ul style="list-style-type: none"> iv) Rear Yard, Minimum 6.7 m (22.0 ft) <p><u>Holding (H) Provision</u> Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> i. Municipal water and sewage servicing including sufficient reserve capacity is or will be made

		<p>available to the land.</p> <ul style="list-style-type: none"> ii. Stormwater management issues have been adequately addressed; iii. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. iv. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.
32.72 Sunvale/Welton Subdivision	R3-72 (H)	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply:</p> <ul style="list-style-type: none"> i) The Front Lot Line shall be deemed to be the lot line adjacent to Cork St. <p>Holding (H) Provision Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> 1. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. 2. Stormwater management issues have been adequately addressed; 3. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. 4. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.
32.73 Sunvale/Welton Subdivision	R2-73 (H)	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply to single detached and semi-detached residential dwellings:</p> <ul style="list-style-type: none"> i) Front Yard, Minimum 5.0 m (16.4 ft) (Dwelling) ii) Front Yard, Minimum 6.0 m (19.7 ft) (Garage) iii) Exterior Side Yard, 4.5 m (14.8 ft) Minimum <p>Provided the yard encroachment allowed under</p>

		<p>Section 6.37 b does not result in any portion of the building being be situated closer than 3.0 m (9.8 ft) from the exterior side yard lot line.</p> <p>iv) Lot Coverage, 45% for Single Detached Dwellings Maximum</p> <p>v) Notwithstanding Section 6.1.2 (b), the rear yard setback of an accessory building or structure shall be 1.5 m (4.9 ft).</p> <p><u>Holding (H) Provision</u> Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> i. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. ii. Stormwater management issues have been adequately addressed; iii. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. iv. A D-4 Compatibility Study has been completed to the satisfaction of the County of Wellington, Solid Waste Services (SWS) Division related to the adjacent landfill.

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 become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST, SECOND THIRD TIME THIS 20TH DAY OF MARCH, 2023.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 021-23

Schedule "A"



This is Schedule "A" to By-law 021-23

Passed this 20th day of March 2023

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 021-23

THE LOCATION OF THE SUBJECT LANDS is legally described as Part of Park Lots 10, 11, 12, South of Princess Street, Plan Town of Mount Forest & Part of Par lots 'I', 'K', 'L', Macdonald's Survey & Part of Division 1 of Lot 2 Con WOSR (Arthur) (Town of Mount Forest), Mount Forest, Township of Wellington North. The property subject to the proposed amendment is approximately 9.8 ha (24.2 ac) in size and is currently zoned Future Development (FD).

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands to facilitate the development of the residential subdivision and rezone the lands from Future Development (FD) to Medium Density Residential Site Specific (R2-70) with a Holding Provision (H), High Density Residential Site Specific (R3-71) with a Holding Provision (H), High Density Residential Site Specific (R3-72) with a Holding Provision (H), Medium Density Residential Site Specific (R2-73) with a Holding Provision (H), and Open Space.



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

CULTURAL MOMENT FOR MARCH 20TH CELEBRATES HELEN REYNOLDS

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 Helen Reynolds ; 1860 - 1947.



Helen Reynolds was born in Mount Forest in 1860. Her father John was an Irish farmer and carpenter, and her mother Margaret came from Quebec. On the family farm and throughout her early schooling at Mount Forest High School and the Mount Forest Model School, Helen demonstrated a passion for Natural Sciences. Even with the intellectual and emotional drive to pursue medicine, Helen's choice to do so was both brave and remarkable for the time.

Although Queen's University (Kingston) accepted six women to Medical School in 1881, including Helen Reynolds, they were met with considerable hostility. By 1882 the faculty had created an impossible situation for the female students. Being separated for anatomy dissection was somewhat acceptable but not when the women were constantly insulted and excluded from "all obstetrical lectures to avoid their own embarrassment." The Professors lodged a formal complaint to the University that, "women restricted academic freedom" because lectures had to be "garbled to suit their refined sensibilities." The College caved, and all female students were expelled in 1883. The Queen's Faculty of Medicine would not reinstate female medical students until 1943. Fortunately for Helen Reynolds, a sympathetic group in Kingston took them in after founding the Women's Medical College. Helen graduated in 1885 with the highest marks of all women... and men.

Helen opened up her first practice in Toronto. It was a hard living, especially at night when Helen carried a length of chain for self-defense. Dr. Reynolds also had to open a boarding house to supplement her earnings. When she contracted pneumonia in 1889, Helen came home to Mount Forest to convalesce and joined the office of her younger brother, Dr. Albert Reynolds, on Main Street. She specialized in the diseases of women and children as men would seldom trust her knowledge. After marrying Thomas Ryan in 1890, the couple moved to Sudbury where Helen opened a practice in her home – reaching patients by canoe, rail handcar and on foot. It was a life filled with remote surgeries, accidents and smallpox epidemics as well as raising five children. When they retired to Victoria, B.C. in 1907, Helen could not practice medicine in that province as a woman, but she unofficially continued to care for the poor and immigrant neighborhoods for many more years.



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."

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

BY-LAW NUMBER 022-23

**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 20, 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 20, 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 20TH DAY OF MARCH, 2023.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK