

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – SEPTEMBER 11, 2023 AT 2:00 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 1:30 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING**

Members Present:

Mayor: Andrew Lennox
Councillors: Sherry Burke (via Zoom)
Steve McCabe
Penny Renken

Member Absent:

Councillor: Lisa Hern

Staff Present:

Chief Administrative Officer: Brooke Lambert
Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Chief Building Official: Darren Jones
Human Resources Manager: Amy Tollefson
Director of Finance: Jerry Idialu
Deputy Treasurer: Mary Jo Marshall
Deputy Treasurer: Laura Rooney
Manager Community & Economic Development: Dale Small
Recreation Community Coordinator: Tasha Grafos
Manager of Recreation Services: Tom Bowden
Manager of Transportation Services: Dale Clark
Senior Project Manager: Tammy Stevenson
Manager Environment and Development Services: Corey Schmidt
Director of Fire Services: Chris Harrow
Drainage Engineer: Thomas Jackson
Senior Planner: Matthieu Daoust

CALLING TO ORDER

Mayor Lennox called the meeting to order.

O'CANADA

ADOPTION OF THE AGENDA

RESOLUTION: 2023-307

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the September 11, 2023 Regular Meeting of Council be accepted and passed with the following:

- Removal of the August 22, 2023 Mount Forest Aquatics Ad-Hoc Advisory Committee
- Addition of Report DC 2023-026 being a report on Forest View Estates Subdivision Agreement
- Addition of By-law 084-2023 being a By-law to enter into a Subdivision Agreement
- Change number of Confirming By-law to 085-2023

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke declared a pecuniary interest with the following as her employer prepared one of the appendices.:

ITEMS FOR CONSIDERATION

3. Planning, item a. Planning Report prepared by Mathieu Daoust, Senior Planner, dated September 4th, 2023, regarding Marlana Homes Inc., Plan Town Pt Park Lot 2, Mount Forest, Part Lot Control Exemption Application.

CLOSED MEETING SESSION

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

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

RESOLUTION: 2023-308

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:32 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED

1. REPORTS

- Verbal Report from CBO, Property Standards Update
- Report CLK 2023-028 Animal Control By-law update

2. REVIEW OF CLOSED SESSION MINUTES

- July 24, 2023

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2023-309

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 1:46 p.m.

CARRIED

RESOLUTION: 2023-310

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive for information the verbal report from CBO, Property Standards Update;

CARRIED

RESOLUTION: 2023-311

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2023-028 Animal Control By-law update;

CARRIED

RESOLUTION: 2023-312

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the July 24, 2023 Council Meeting.

CARRIED

RECESS TO MOVE INTO PUBLIC MEETING

RESOLUTION: 2023-313

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North recess the September 11, 2023 Regular Meeting of Council at 2:02 p.m. for the purpose of holding a Public Meeting under the Planning Act:

- Warren Dickson, Minor Variance

CARRIED

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2023-314

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North resume the September 11, 2023 Regular Meeting of Council at 2:14 p.m.

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, August 28, 2023

RESOLUTION: 2023-315

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the minutes of the Regular Meeting of Council held on August 28, 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

1a, 1c, 2a, 3a, 3b, 3c, 4a, 5b, 5c, 6a, 7a, 7b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2023-316

Moved: Councillor Renken

Seconded: Councillor Burke

THAT all items listed under Items For Consideration on the September 11, 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 for information report CLK 2023-029 being a report on the February 21, 2023 minutes of Council.

THAT Council of the Township of Wellington North receive Report DC 2023-026 being a report on Forest View Estates Subdivision Agreement; and
AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to enter into the agreement in the form, or substantially the same form as the draft Agreement.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated September 5, 2023.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report OPS 2023-032 being a report on non-standard pavement markings.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2023-316

Moved: Councillor McCabe

Seconded: Councillor Burke

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 August 22, 2023.

CARRIED

RESOLUTION: 2023-317

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North direct staff to prepare a report for the Cultural Roundtable regarding the provincial legislation and regulations regarding heritage designations.

AMENDING MOTION

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the resolution on the floor be amended to:

THAT the Council of the Corporation of the Township of Wellington North direct staff to prepare a report for Council regarding the provincial legislation and regulations regarding heritage designations and associated staffing and budgetary implications.

CARRIED

RESOLUTION: 2023-318

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North direct staff to assist the Cultural Roundtable with applying for heritage designations for the Lynes Blacksmith Shop, the Mount Forest Museum & Archives, the Mount Forest Library and the Arthur Seniors Centre.

DEFERRED

RESOLUTION: 2023-319

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the County of Wellington Accessibility Advisory Committee meeting held on May 4, 2023.

CARRIED

RESOLUTION: 2023-320

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2023-027 being a follow-up report on Furmanek Drain Abandonment.

CARRIED

Councillor Burke did not take part in the discussion or vote on the resolution regarding the planning report regarding Marlana Homes Inc. as she had previously declared a conflict.

RESOLUTION: 2023-321

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report prepared by Matthieu Daoust, Senior Planner, dated September 4th, 2023, regarding Marlana Homes Inc., Plan Town Pt Park Lot 2, Mount Forest, Part Lot Control Exemption Application.

CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2023-322

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2023-025 being a report on Consent Application (Severance) B63-23 known as Part Lot 30, Concession 5 in the former Township of West Garafraxa.

AND FURTHER THAT should the Planning & Land Division Committee approve the consent as proposed on Application B63-23, the following matters are to be addressed as conditions of approval:

- 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 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;
- THAT driveway access can be provided to the severed lands to the satisfaction of the of the appropriate road authority;
- THAT daylight triangles as described in the Municipal Servicing Standards of corner lots that are adjacent roads be deeded to 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: 2023-323

Moved: Councillor McCabe

Seconded: Councillor Renken

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 September 5, 2023, regarding Request for Extension of Draft Approval, File 23T-13002, Deer Ridge Heights (formerly Avila Investments Limited), Mount Forest; and

WHEREAS the draft approval for the plan of subdivision is set to expire on October 3, 2023;

THEREFORE Council supports the three-year request for extension of draft approval for the plan of subdivision.

CARRIED

RESOLUTION: 2023-324

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive EDO 2023-018 being an update on the Township of Wellington North Growth Management Plan;

AND FURTHER THAT the Council approve the Growth Management Action Plan & Terms of Reference as contained in this report;

AND FURTHER THAT the Council direct staff to commence the recruitment of individuals to sit on the Township of Wellington North Community Building/Growth Management Advisory Committee;

AND FURTHER THAT the Council supports the staff recommendation to prepare and distribute an RFP for professional consulting services to support the completion of the Township of Wellington North Growth Management Action Plan.

CARRIED

Jerry Idialu, Director of Finance, provided a presentation outlining the following:

- Capital Project Overview
- Capital Budget Status
- 2023 & Carryover On-Hold Capital Projects
- Overage & Budget Reallocation

RESOLUTION: 2023-325

Moved: Councillor

Seconded: Councillor

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2023-008 being a report on the update of the status of the Township capital projects.

FURTHER THAT the Council direct staff to fund the sum of \$19,416.38 from the general reserve to accommodate the net changes in the capital budget as identified in the report.

CARRIED

RESOLUTION: 2023-326

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the Operating Budget Update.

CARRIED

RESOLUTION: 2023-327

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service 2023 Half Year Report.

CARRIED

RESOLUTION: 2023-328

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-030 Alcohol Policy Amendment being a report on an amendment to the Municipal Alcohol Risk Management Policy Section 2.1 and 3.1.7 for the purpose of updating and increasing the service area at the MFSC;

AND FURTHER THAT the Council of the Township of Wellington North recommend approval of an amendment to the Municipal Alcohol Policy Section 2.1 and 3.1.7.

CARRIED

Council directed staff to remove the Mount Forest Fire Hall from the Municipal Alcohol Risk Management Policy as it is no longer available for rentals.

RESOLUTION: 2023-329

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-031 being a report on intersection investigation for pedestrian crossing infrastructure;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign a by-law to amend By-law 130-2022 being a By-law to regulate traffic in the Township of Wellington North by adding the following:

DEFINITION

“Pedestrian crossover”, as defined in the Highway Traffic Act, means any portion of a roadway, designated by this by-law, at an intersection or elsewhere, distinctly indicated for pedestrian crossing by signs on the highway and lines or other markings on the surface of the roadway as prescribed by regulations made under the Highway Traffic Act.

Schedule J – Pedestrian Crossover Locations

Mount Forest	
Main Street South	King Street East
Main Street North	Durham Street West
Queen Street East	Parkside Drive
Arthur	
Smith Street	Conestoga Street

The pedestrian crossover on Main Street South at King Street East, Main Street North at Durham Street West, Queen Street East at Parkside Drive and Smith Street at Conestoga Street will be designed and installed in accordance with Ontario Regulation 402/15, be consistent with a Level 2, Type B crossover in accordance with Ontario Traffic Manual Book 15.;

AND FURTHER THAT Council direct staff to submit the amended Regulate Traffic By-law to the Ministry of Transportation (MTO);

AND FURTHER THAT Council direct staff to bring pedestrian crossing infrastructure projects, once approved by MTO, forward as part of the current or future budget discussion;

AND FURTHER THAT Council direct staff to have further conversations with the Mount Forest BIA on a potential financial contribution to the pedestrian crossing infrastructure at Main Street South and King Street location.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Renken (Ward 1):

- A very productive joint Cultural Roundtable meeting with Minto and Hanover was held in Harriston on September 6th.

Councillor Burke (Ward 2):

- Mount Forest Aquatic Ad Hoc Advisory Committee has a new inventory of pool swag that are available on Shopify or at the Farmers Market

Councillor McCabe (Ward 4):

- Wellington County Farm Safety Committee
- Saugeen Valley Conservation Authority Executive Meeting last week regarding category 2 proposals that are due in the new year.
- ROMA meeting in Waterloo on September 14th and 15th.
- Congratulations to the Arthur Agricultural Society on a success fall fair and congratulations to Fair Ambassador, Kaitlin Gorman.

Mayor Lennox:

- Request received to support Legion week September 17th to 23rd
- Participated in the HOPE Committee BBQ lunch on September 8th. They are a group of volunteers that is focused on wellness for community members. Mount Forest Community Garden was discussed and there is a lot of enthusiasm around the successes of the garden.
- Arthur Fall Fair and downtown market this past weekend.

BY-LAWS

- a. By-law Number 081-23 being a by-law to repeal By-law 013-2020 being a procedural by-law for governing the calling, place and proceedings of meetings of the Recreation Parks and Leisure Committee of Council for Wellington North
- b. By-law Number 082-2023 being a by-law to exempt lands from Part Plot Control Marlana Homes Inc.
- c. By-law Number 083-2023 being a by-law to amend By-law 130-2020 being a by-law to regulate traffic in the Township of Wellington North and to repeal By-law No. 104-2021
- d. By-law Number 084-2023 being a by-law to enter into a Subdivision Agreement

RESOLUTION: 2023-330

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT By-law Number 081-2023, 082-2023, 083-2023 and 084-2023 be read a First, Second and Third time and enacted.

CARRIED

CULTURAL MOMENT

- Celebrating Bee Keeping

Words are like bees – some create honey and others leave a sting (Author Unknown)

Bee keeping is an interesting hobby or business with many advantages for both. For the hobbyist, there is enjoyment in learning about and caring for the hives, and the benefit of having your flowers pollinated.

For those whose hobby has progressed into a business, there is the satisfaction of producing your own honey, and using the bees wax to make candles, and bees wax wraps. There are other products which are not as well-known but also marketable: pollen, and propolis which is a resin-like material made by bees from the buds of poplar and cone-bearing trees. There is also royal jelly which is a milk-like substance produced by worker bees as nourishment for queen bees and their young. It is a popular ingredient in skin creams and helps to protect skin against the effects of ultraviolet radiation. Honey is used in traditional medicine for its antibacterial, antifungal, and anti-inflammatory properties.

To begin bee keeping the following supplies are required for the bees: hives, including frames, a water source, and a pollen source. For a bee to support itself from egg to adulthood, it needs to gather pollen and nectar from about 5 flowers. The following supplies are required for the bee keeper: bee suits, gloves, smokers, a hive tool and a bee brush.

A hive will typically contain 60,000 to 80,000 bees: workers, drones and a single queen. The workers gather nectar, guard the hive and honey, care for the queen and larvae, keep the hive clean, and produce honey. The drones are the male bees whose sole purpose is to mate with the queen. The queen bee produces chemical scents that help regulate the unity of the colony and lay lots of eggs.

The expression “busy as a bee” becomes a reality when you realize that it takes a bee 10,000,000 trips to collect enough nectar to make 1 pound of honey.

Resource: Ruth MacDonald

Submitted by Councillor Penny Renken, Wellington North Cultural Roundtable

CONFIRMING BY-LAW

RESOLUTION: 2023-331

Moved: Councillor Burke

Seconded: Councillor Renken

THAT By-law Number 085-2023 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on September 11, 2023 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

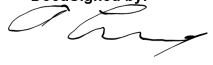
RESOLUTION: 2023-332

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Regular Council meeting of September 11, 2023 be adjourned at 3:21 p.m.

CARRIED

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MAYOR

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CLERK