

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MINUTES OF REGULAR COUNCIL MEETING – MAY 6, 2024 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  
<https://www.youtube.com/watch?v=YjZcBCGADh0>**

**Members Present:** Mayor: Andrew Lennox  
Councillors: Sherry Burke via Zoom  
Lisa Hern  
Steve McCabe  
Penny Renken

**Staff Present:**

Chief Administrative Officer:	Brooke Lambert
Director of Legislative Services/Clerk:	Karren Wallace
Deputy Clerk:	Catherine Conrad
Executive Assistant to CAO:	Tasha Grafos
Director of Finance:	Jeremiah Idialu
Human Resources Manager:	Amy Tollefson
Chief Building Official:	Darren Jones
Senior Project Manager:	Tammy Stevenson
Manager of Transportation Services:	Dale Clark
Manager Environment & Development Services:	Corey Schmidt
Manager Community & Economic Development:	Mandy Jones
Economic Development Officer:	Robyn Mulder
Community Development Coordinator:	Mike Wilson
Recreation Service Manager:	Tom Bowden
Director of Fire Services:	Chris Harrow
Manager of Development Planning:	Curtis Marshall
Junior Planner:	Jamie Barnes
Manager of Policy Planning:	Sarah Wilhelm

#### **CALLING TO ORDER**

Mayor Lennox called the meeting to order.

#### **ADOPTION OF THE AGENDA**

RESOLUTION: 2024-143

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Agenda for the May 6, 2024 Regular Meeting of Council and the Supplementary Agenda be accepted and passed.

CARRIED

#### **DISCLOSURE OF PECUNIARY INTEREST**

Councillor Burke disclosed a pecuniary interest with the following:

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

- a. By-law Number 034-24 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Concession 13, Part Lot 12 with a civic address of 9496 Sideroad 13 – Larry Schill)

**ITEMS FOR CONSIDERATION**

**2. PLANNING**

- a. Report DEV 2024-02, Consent Application B26-24, Lloyd & Miriam Martin

For the following reason:

- appendices for both items were prepared by her employer.

Councillor Hern disclosed a pecuniary interest with the following:

**DEPUTATION**

- a. Greg Dineen and Jess Pfisterer, Wellington Federation of Agriculture
  - Agri-Food System Study findings

For the following reason:

She was the project manager for the study and her employer paid for the printing of the books.

**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;

Educational or training sessions

(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.

**RESOLUTION: 2024-144**

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:33 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;

Educational or training sessions

(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

- CAO 2024-006 Wellington North Power Update
- CAO 2024-008 Cachet OLT Hearing Update
- CLK 2024-013 Municipal Conflict of Interest Act
- C&ED 2024-022 on the Arthur BIA

2. REVIEW OF CLOSED SESSION MINUTES

- April 22, 2024

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2024-145

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 2:16 p.m.

CARRIED

RESOLUTION: 2024-146

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-006 Wellington North Power update;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2024-147

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-008 Cachet OLT Hearing Update;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2024-148

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2024-013 Municipal Conflict of Interest Act;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2024-149

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-022 on the Arthur BIA;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2024-150

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the April 22, 2024 Council Meeting.

CARRIED

## **O'CANADA**

## **RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT**

RESOLUTION: 2024-151

Moved: Councillor Burke

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North recess the May 6, 2024 Regular Meeting of Council at 2:21 p.m. for the purpose of holding meetings under the Planning Act.

CARRIED

## **PUBLIC MEETING**

- James Phillips, Zoning By-law Amendment 06/24
- Larry Schill, Zoning By-law Amendment 07/24

## **RESUME REGULAR MEETING OF COUNCIL**

RESOLUTION: 2024-152

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North resume the May 6, 2024 Regular Meeting of Council at 2:50 p.m.

CARRIED

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

Councillor Burke turned her camera off and did not participate in this portion of the meeting as she had previously declared a conflict of interest with the by-law.

- a. By-law Number 034-24 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Concession 13, Part Lot 12 with a civic address of 9496 Sideroad 13 – Larry Schill)

RESOLUTION: 2024-153

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT By-law Number 034-24 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read and passed. (Concession 13, Part Lot 12 with a civic address of 9496 Sideroad 13 – Larry Schill)

CARRIED

Councillor Burke turned her camera back on and returned to the meeting

### **DEPUTATIONS**

- a. Greg Dineen and Jess Pfisterer, Wellington Federation of Agriculture
  - Agri-Food System Study findings

Councillor Hern left the Council table as she had previously declared a pecuniary interest with subject of the deputation.

Mr. Dineen appeared before Council to present the Wellington County Agri-food Systems Study Key Findings. The study was completed by WFA to outline the economic importance of the agricultural sector in the County of Wellington as a whole.

There is a higher intensity of agriculture in Wellington County, with a well-connected ecosystem, that creates a lot of economic benefits for everybody. Ag land is coming under higher pressure. The WFA works to make sure each acre taken out of agricultural production is only taken if absolutely necessary.

Councillor Hern returned to the Council table.

### **QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)**

Tom Markstahler registered to address his concerns regarding Report CAO 2024-007, Wellington North Power Water and Sewer Billing & Collections Administration Update and requested that Council re-examine the Township's potential actions against landlords/landowners.

His concerns included the flat rate charged for apartments, the continuation of billing for water/sewer rates when the hydro is turned off; and changing the billing of water and sewer to the landlord instead of the tenants.

Mr. Markstahler requested that Council reconsider the transferring of the tenants accounts to the landlord, implement a reduced fee for apartments; and discontinue water and sewer billing when an apartment is empty and hydro is disconnected. He was concerned that landlords were not consulted about the changes to policy

requesting Council to place a moratorium on changes until landlords can be informed and further consultation can take place.

Councillor Renken asked if there is a possibility of having tenant residents on meters. CAO Lambert stated there is an opportunity for staff to look at different arrangements from the flat rate billing currently used. She noted that the policy change that was referred to related to if the electricity is turned off and the water/sewer is also billed, that policy has not changed. If the electricity is turned off the practice is still not to bill for water and sewer.

Councillor Renken questioned if changing the billing to landlords rather than tenants would deter people from renting properties, or even selling their buildings. CAO Lambert explained that this approach is used in many municipalities with provisions made for water and sewer rate with existing lease agreements.

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

1. Regular Meeting of Council, April 22, 2024

RESOLUTION: 2024-154

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the minutes of the Regular Meeting of Council held on April 22, 2024 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, 3a, 4a, 5d, 6b, 6c

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

RESOLUTION: 2024-155

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT all items listed under Items For Consideration on the May 6, 2024 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 Arthur BIA meetings held on February 21, 2024 and April 17, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority Membership Meeting #3-2024 held on March 20, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Source Protection Authority Meeting #2-24 held on March 20, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee meeting held on April 23, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the summary of the General Membership meeting held on April 26, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive or information Report DEV 2024-014 regarding the Notice of Decision for the following Consent Application, received from the County of Wellington Planning and Land Division Committee:

- B91-23, Derrick & Lynne Weber, Part Lot 15, Concession 3 known as 8612 & 8628 Line 2 in the former West Luther Township (Lot Line Adjustment)

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-021 Communications Update for information.

AND THAT Council direct staff to review the Corporate Communications Policy 34.15 (2015) and report back in the Fall of 2024.

THAT the Council of the Corporation of the Township of Wellington North receive Report receive Report CLK 2024-011 approval of the final engineer's report for Arthur Drain 6;

AND THAT Council hereby approves the final Engineer's report dated April 17, 2024, prepared by K. Smart Associates Limited file No. 22-168;

AND FURTHER THAT Council directs the Clerk to send out copies of the Report to the assessed landowners and applicable agencies;

AND FURTHER THAT Council directs the Clerk to provide notice of consideration of the engineer's report to assessed landowners and applicable agencies for the May 21, 2024 meeting of Council.

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2024-012 Appointment Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Committee;

AND THAT Council hereby appoints John Fruin as the municipal representative to the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Committee for a five year term.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2024-014 animal control By-law enforcement.

THAT Council of the Corporation of the Township of Wellington North receive the correspondence from Aldo L. Salis, Director of Planning and Development, County of Wellington, dated May 1, 2024 regarding County Official Plan Amendment #123 (Revised) – County File No.: OP-2020-01-13 County of Wellington – Future Development Lands.

CARRIED

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

Councillor Burke left the meeting as she had previously declared a pecuniary interest with Report DEV 2024-012

RESOLUTION: 2024-156

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-012 Consent Application B26-24, Lloyd & Miriam Martin (Severance).

AND THAT Council support consent application B26-24 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 \$250.00 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 retained and severed lands to the satisfaction of the Township of Wellington North;
- 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

Councillor Burke returned to the meeting.

RESOLUTION: 2024-157

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-013 Consent Application B38-24, Peter & Elaine Ballinger (Severance).

AND THAT Council support consent application B38-24 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 \$250.00 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 retained and severed lands to the satisfaction of the Township of Wellington North;
- THAT daylight triangles as described in the Municipal Servicing Standards of corner lots that are adjacent roads be deeded to the Township; and
- THAT a dwelling be prohibited on the retained lands to the satisfaction of the County of Wellington Planning Department;

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

Council directed that a comment be included that the size of the surplus farm dwelling property be kept to a minimum.

RESOLUTION: 2024-158

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-020 Inclusive Community Grants Program;

AND THAT Council direct staff to apply to the Inclusive Community Grants Program to address washroom accessibility at the Arthur Optimist Pavilion.

CARRIED

RESOLUTION: 2024-159

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2024-009 award of the Structure 2023 and Culvert on Sideroad 15 project;

AND THAT Council awards the Structure 2023 and Culvert on Sideroad 15 project to Reeves Construction Limited at a tendered price of \$402,741 HST inclusive;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign any necessary agreements with Reeves Construction Limited to execute the Structure 2023 and Culvert on Sideroad 15 project.

CARRIED

RESOLUTION: 2024-160

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT Council of the Corporation of the Township of Wellington North receive report CAO 2024-007 Wellington North Power Water and Sewer Billing & Collections Administration Update;

AND THAT Council endorse the proposed water and sewer billing & collections administration process that will phase in responsibility for bill payments for property owners;

AND FURTHER THAT Council endorse the direction that all new Water and Sewer accounts be established solely with property owners (with no option for tenant assignment) effective immediately;

AND FURTHER THAT staff review the Service Level Agreement with Wellington North Power Inc for the Provision of Water and Sewer Billing and Collection Services and bring forward recommendations in the Fall of 2024.

CARRIED

RESOLUTION: 2024-161

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information the County of Wellington, Committee Report from Jameson Pickard, Senior Policy Planner, dated May 9, 2024, regarding Bill 185 – Cutting Red Tape to Build More Homes Act, 2024.

CARRIED

RESOLUTION: 2024-162

Moved: Councillor Reken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information the County of Wellington, Committee Report from Sarah Wilhelm, Manager of Policy Planning, dated May 9, 2024, regarding Proposed Provincial Planning Statement, 2024.

CARRIED

## **NOTICE OF MOTION**

No notice of motion tabled.

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Renken (Ward 1):

- Blacksmith Shop Committee had an informal meeting regarding the roof and will forward their projects for financing and hope to have the work completed this year.

**CULTURAL MOMENT**

- Celebrating the Arthur Lions Duck Race

For the past 30 years one of the 'rights of Spring' in the Village of Arthur has been the annual Lions Club Duck Race. Held on the Saturday of Mother's Day weekend, it has become a favourite of children and adults alike.

This event was the brainchild of Lion Jerry Paul and has been held every year through all kinds of weather. It has seen warm sunshine, bitter cold and windy snow showers, high water levels when the ducks couldn't be caught, and low water levels when the ducks couldn't move and the winning tickets had to be drawn from a drum.

The race itself is the culmination of many activities that start mid-morning and wrap up with the race at 2 p.m., starting with the dumping of the ducks off the George Street bridge and finishing at the bridge on Charles Street.

One of the favourite activities for children, when it is safe to do so, is following the ducks down the river and helping any that get caught in the rocks, or along the banks. They are also a big help to the Lions in gathering all the ducks after the winners have made it over the finish line.

Other activities over the years have been face painting, balloon-making, bouncy castles, rock climbing, a road hockey tournament, a children's singsong, plant sales, vendors market, and displays and demonstrations by the volunteer fire department. And, of course, lunch and snacks are always available at the Lions' food booth.

The ducks are pre-sold through a lottery where every ticket sold has its number attached to a duck. Prizes are given to the ticket holders of the first three ducks, as well as other random draws from the same tickets.

Tickets are on sale through April right up to the morning of the race. They can be obtained from any member of the club, or at the venue on Francis Street prior to the race.

All proceeds from the event go back into our community through various programs throughout the community, from minor sports clubs to the Christmas Hamper program.

It's a family and community event and the Lions are very grateful for the support given by the neighbours on Francis Street, especially Jim Dingman and Ted and Judy Watt, who generously offer their hydro for the club's use during the day, as well as room for the bouncy castle and other activities. They also appreciate that residents on the street don't object when the street is closed from early morning until mid-afternoon, and lawns sometimes get trampled in varying conditions.

Along the lines of “it takes a community to raise a child,” it also follows that “it takes cooperation to make a community.” The Lions certainly get the cooperation of the Francis Street residents for this annual event!

The Lions look forward to seeing you on Francis Street on Saturday, May 11 this year!

Submitted by Faye Craig, Wellington North Cultural Roundtable

**CONFIRMING BY-LAW**

RESOLUTION: 2024-163

Moved: Councillor Renken

Seconded: Councillor Hern

THAT By-law Number 035-2024 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 May 6, 2024 be read and passed.

CARRIED

**ADJOURNMENT**


RESOLUTION: 2024-164

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Regular Council meeting of May 6, 2024 be adjourned at 3:56 p.m.

CARRIED

DocuSigned by:  
  
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**MAYOR**

DocuSigned by:  
*Karren Wallace*  
F66A119C71324C9...  
**CLERK**