

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – FEBRUARY 10, 2025 AT 2:00 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 1:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING**

HOW TO JOIN

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

Please click this URL to join. <https://us02web.zoom.us/j/82843160789>

Or join by phone:

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

Webinar ID: 828 4316 0789

PAGE #

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the February 10, 2025 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:

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (d) labour relations or employee negotiations;

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. 2006, c. 32, Sched. A, s. 103 (1).

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:

- (a) the security of the property of the municipality or local board;

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

(d) labour relations or employee negotiations;

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. 2006, c. 32, Sched. A, s. 103 (1).

1. REPORTS

a) FIRE 2025-001 Wage Policy

b) FIRE 2025-002 Wellington North Fire Service Master Plan

2. REVIEW OF CLOSED SESSION MINUTES

- January 27, 2025
- January 30, 2025

3. RISE AND REPORT FROM CLOSED MEETING SESSION

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 Report FIRE 2025-001 Wage Policy

AND THAT Council approve the confidential direction to staff.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2025-002 Wellington North Fire Service Master Plan;

AND THAT Council approve the confidential direction to staff.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the January 27, 2025 Council Meeting and the January 30, 2025.

O'CANADA

PRESENTATIONS

1. William Van Ruven, P.Eng., Gannett Fleming 001
Joe de Koning, Manager of Roads, County of Wellington
Pasquale Constanzo, Technical Services Supervisor, County of Wellington
 - Wellington Road 109 Bridges Reconstruction

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the February 10, 2025 Regular Meeting of Council at : p.m. for the purpose of holding meetings under the Planning Act.

PUBLIC MEETING

- ZBA 20/24 Koa Healthcare Corporation c/o Richard Delongte

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the February 10, 2025 Regular Meeting of Council at : p.m.

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

- a. By-law Number 007-2025 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Hollinger’s Survey - Lot K, with civic address of 100 Frederick Street W) 022

Recommendation:

THAT By-law Number 007-2025 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. (Hollinger’s Survey - Lot K, with civic address of 100 Frederick Street W)

DEPUTATIONS

1. Helen Edwards, Program Coordinator, Seniors’ Centre for Excellence, and Kay Ayres, local senior 026
 - Requesting Council approve their grant request in the amount of \$10,000

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, January 27, 2025 027
2. Special Meeting of Council, January 30, 2025 036

Recommendation:

THAT the minutes of the Regular Meeting of Council held on January 27, 2025 and the Special Meeting of Council held on January 30, 2025 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- a. Maitland Valley Conservation Authority, Membership Meeting #10-2024, December 18, 2024 038

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority, Membership Meeting #10-2024 held on December 18, 2024.

- b. Arthur Chamber of Commerce, Board of Directors Meeting, January 8, 2025 043

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce Board of Directors Meeting held on January 8, 2025.

- c. Wellington North Cultural Roundtable, January 16, 2025 045

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on January 16, 2025.

- d. County of Wellington Accessibility Advisory Committee Meeting, December 5, 2024 050

Recommendation:

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 December 5, 2024.

- e. Joint Fire Services Oversight Committee Meeting, January 9, 2025 054

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Joint Fire Services Oversight Committee Meeting held on January 9, 2025.

2. FIRE

- a. Report FIRE 2025-002, 2024 Fire Year in Review 055

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report 2025-002 being the 2024 Fire Year for information.

3. INFRASTRUCTURE

- a. Report INF 2025-001, Site Alteration and Fill By-law 094

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-001 being a report on Site Alteration and Fill By-Law;

AND THAT Council adopt the Site Alteration and Fill By-law a copy of which is attached to this agenda;

AND FURTHER THAT Council direct staff to amend the fees and charges by-law associated with Site Alteration By-law fees to include:

- Site Alteration and Fill Application Fee (Inspection and review not included) \$2,000 plus \$10,000 deposit
- Site Alteration and Fill Application Fee (Major) (Inspection and review not included) \$5,000 plus \$20,000 deposit
- Site Alteration and Fill Application Fee (Brownfields) \$0 plus \$0 deposit
- Municipal Fee – Heavy Trucks Fill Movement \$2.00 per m3
- Renewal Fee \$500
- Revision Fee deducted from application deposit fee, Engineer fees +\$150 Administrative fee
- Consultant Engineer Fees (Administration and Inspections) deducted from Application Deposit Fee, Consultant fees +15% administrative fee
- Minimum 4 hour Township call-out time for grading gravel road surface Fee \$1,000 plus additional fees over 4 hours
- Minimum 4 hour Township call-out time to attend a vehicle accidents scene as requested by OPP Fee \$3,000 plus additional fees over 4 hours

AND FURTHER THAT the Mayor and Clerk are authorized to sign the by-laws at the next meeting of Council.

- b. Report INF 2025-002, Parking Control

124

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2024-002 Parking Control;

AND THAT Council authorize the installation of regulatory signs as required;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to amend By-law 6000-2023 being a by-law to regulate parking.

4. TRANSPORTATION

- a. Report TRP 2025-001, Snow Clearing of Track at the Mount Forest Community Centre

127

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TRP 2025-001 Snow Clearing of Track at the Mount Forest Community Centre for information.

5. ENVIRONMENT

- a. Report ENV 2025-001, 2024 Drinking Water Systems Annual & Summary Report 129

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report ENV 2025-001 2024 Drinking Water Systems Annual & Summary Report;

AND FURTHER THAT Council directs staff to submit the report to the applicable agencies and make the report available to the public.

6. ADMINISTRATION

- a. Report CLK 2025-004, Alternate voting methods in the 2026 municipal election 131

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-004 on alternate voting methods in the 2026 municipal election;

AND THAT Council authorizes a vote by mail method for casting ballots in the 2026 municipal election;

AND FURTHER THAT Council authorizes the use of tabulators for counting ballots in the 2026 municipal election;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to authorize a vote by mail method of casting ballots in the 2026 municipal election;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to authorize the use of tabulators for counting ballots in the 2026 municipal election;

AND FURTHER THAT the Clerk shall, by December 31, 2025 prepare procedures and rules for the vote by mail method of casting ballots in the 2026 municipal election and provide these procedures and rules to the public by posting them on the municipal website.

- b. Report CLK 2025-004, 2026 municipal election 135

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-005 - 2026 municipal election for information.

- c. Report CAO 2025-002, 2024 Year in Review 138

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2025-002 2024 Year in Review for information.

7. COUNCIL

- a. Prabmeet Singh Sarkaria, Minister of Transportation, correspondence dated January 27, 2025, regarding funding through the 2025-26 Connecting Links Program 153

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence, dated January 27, 2025, from Prabmeet Singh Sarkaria, Minister of Transportation regarding funding through the 2025-26 Connecting Links Program.

- b. Karen Chisholme, Climate Change and Sustainability Manager, County of Wellington, Committee Report, dated November 14, 2024, regarding Home Energy Efficiency Transition Programme Design 154

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Committee Report from Karen Chisholme, Climate Change and Sustainability Manager, County of Wellington, dated November 14, 2024, regarding Home Energy Efficiency Transition Programme Design;

Recommendation:

THAT the Township of Wellington North send a letter supporting the Wellington County’s application to the Federation of Canadian Municipalities’ Community Efficiency Financing Fund.

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 February 10, 2025 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):

- 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):

- 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 006-2025 being a by-law to amend By-law Number 6000-2023, a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Township of Wellington North. 161

Recommendation:

THAT By-law Number 006-2025 be read and passed.

CULTURAL MOMENT

- Celebrating “Saucy” Sylvia Cadesky 163

CONFIRMING BY-LAW

164

Recommendation:

THAT By-law Number 008-2025 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on February 10, 2025 be read and passed.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of February 10, 2025 be adjourned at __: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS

Mount Fores BIA, Mount Forest Sports Complex Meeting Room	Tuesday, February 11, 2025	8:00 a.m.
Mount Forest Chamber of Commerce, Mount Forest Chamber Office	Tuesday, February 11, 2025	4:30 p.m.
Arthur Chamber of Commerce, Arthur Chamber Office	Wednesday, February 12, 2025	5:30 p.m.
Arthur BIA, virtual	Wednesday, February 19, 2025	7:30 p.m.
Cultural Roundtable Committee, virtual	Thursday, February 20, 2025	12:00 p.m.
Regular Council Meeting	Monday, February 24, 2025	7:00 p.m.



Wellington Road 109 Bridges

From Highway 6 to Sideroad 7
Township of North Wellington

Replacement Design Summary

February 10, 2025

Project Limits



MCEA Study Completion

- ▶ In 2020, a Schedule C Municipal Class Environmental Assessment (EA) Study was initiated to identify and evaluate solutions. The study considered construction staging and traffic delays when improvements are happening; potential impacts on local residences and business activity; and protection of cultural heritage, Indigenous values, and the natural environment.
- ▶ In April of 2024, the County posted the Schedule C, Municipal Class Environmental Assessment for the 4 Structures east of Hwy 6 on Wellington Road 109.
 - ▶ <https://www.wellington.ca/programmes-services/roads-construction/environmental-assessments/wellington-road-109-bridges>



Existing Bridges



- ▶ The four WR109 structures are in **poor condition with major elements in an advanced state of deterioration.**

Proposed Improvements

Structure Number	Structure Type (Ex.)	Location	Existing Clear Span (m)	Proposed Clear Span (m)	Existing Width (m)	Proposed Width (m)
B109132	Rigid Frame	0.2 km east of Highway 6	17.1	21.5 (↑26%)	11.6	16.95 (↑46%)
C109123	Concrete Barrel Arch	0.7 km east of Highway 6	13.7	25.5 (↑86%)	11.5	16.95 (↑47%)
B109133	Rigid Frame	1.7 km east of Highway 6	13.7	17.5 (↑28%)	11.5	13.6 (↑18%)
B109134	Rigid Frame	2.8 km east of Highway 6	12.2	17.5 (↑43%)	11.5	13.6 (↑18%)

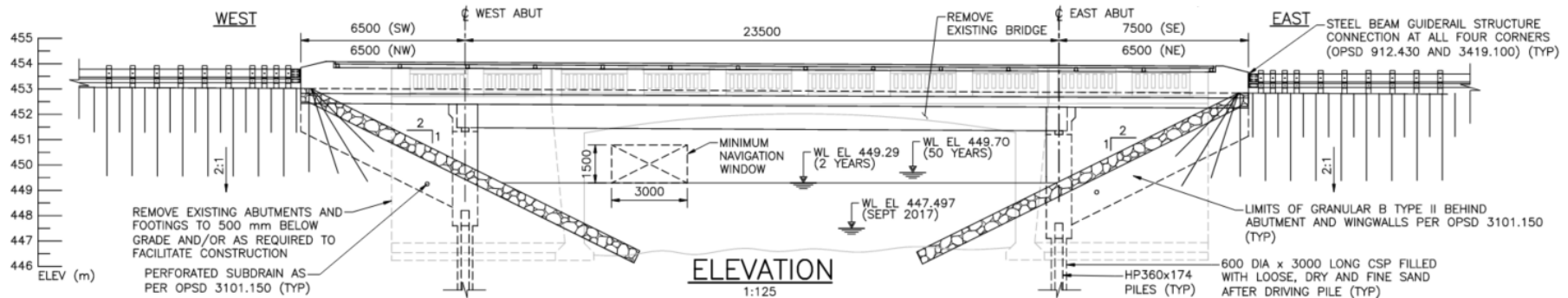
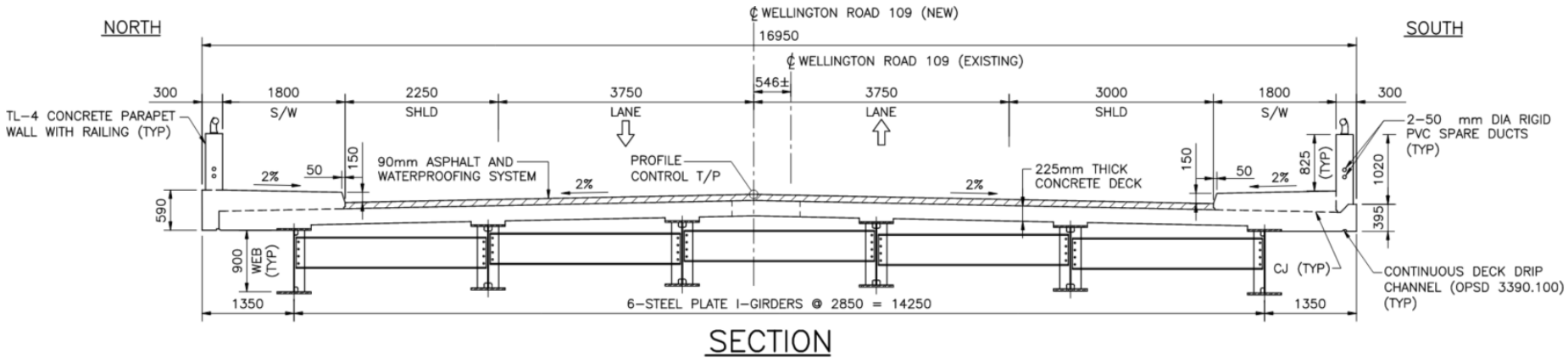


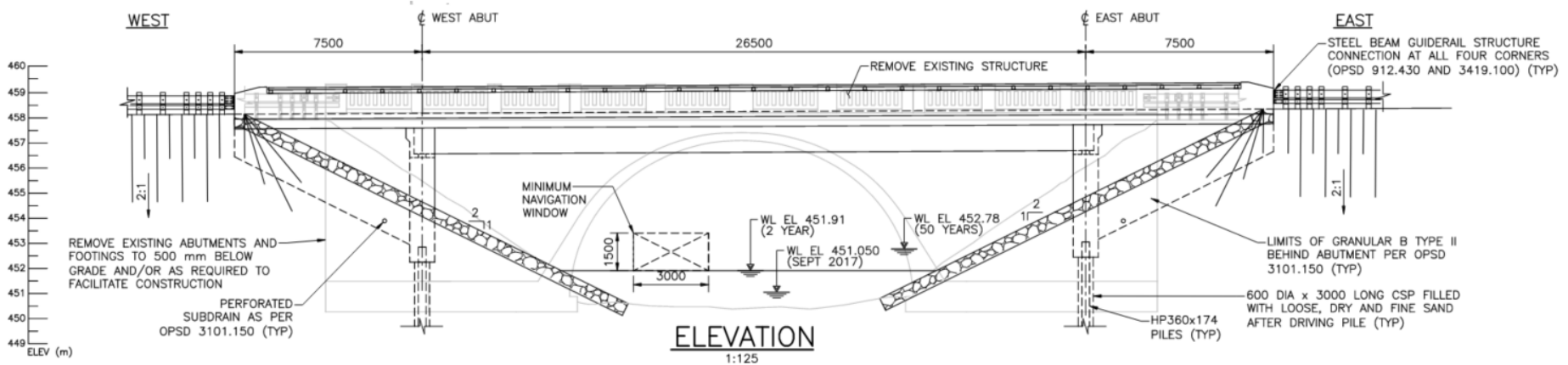
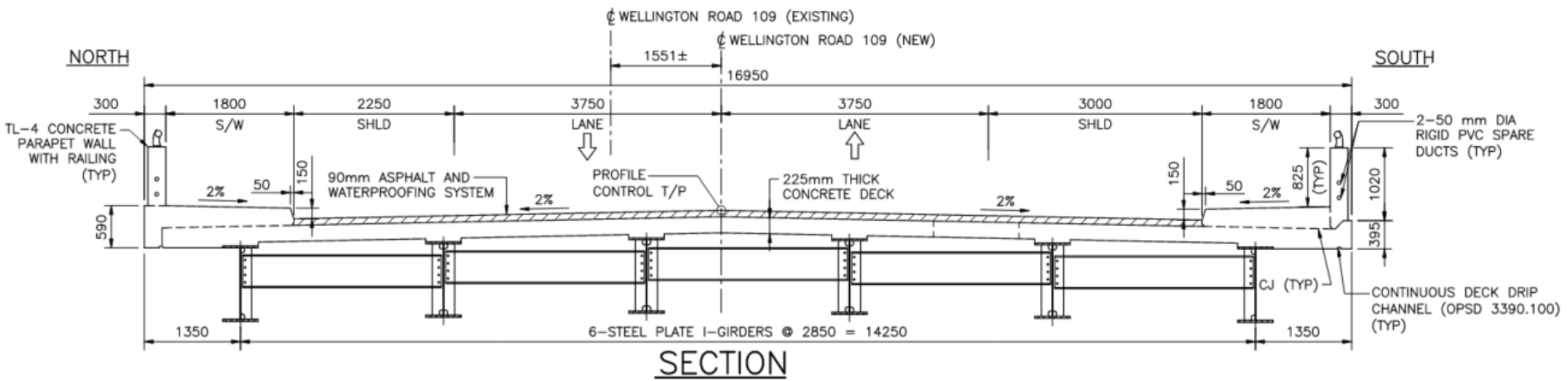
Looking west over C109123



Looking east over B109134





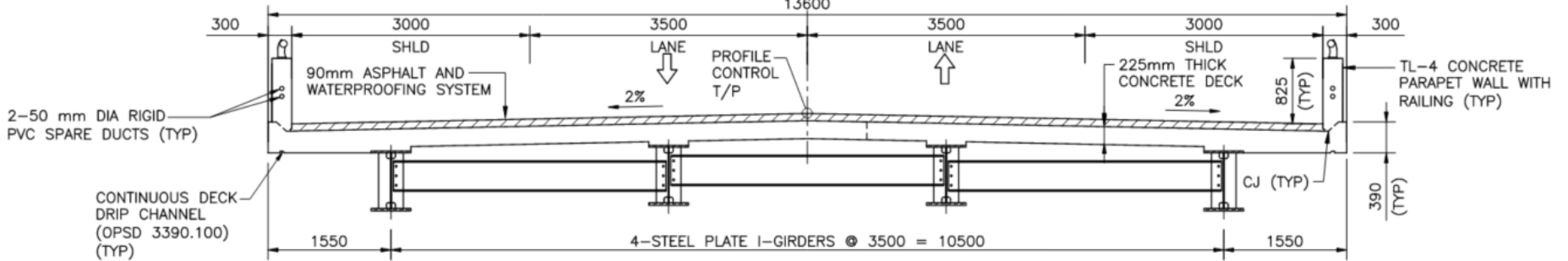




NORTH

SOUTH

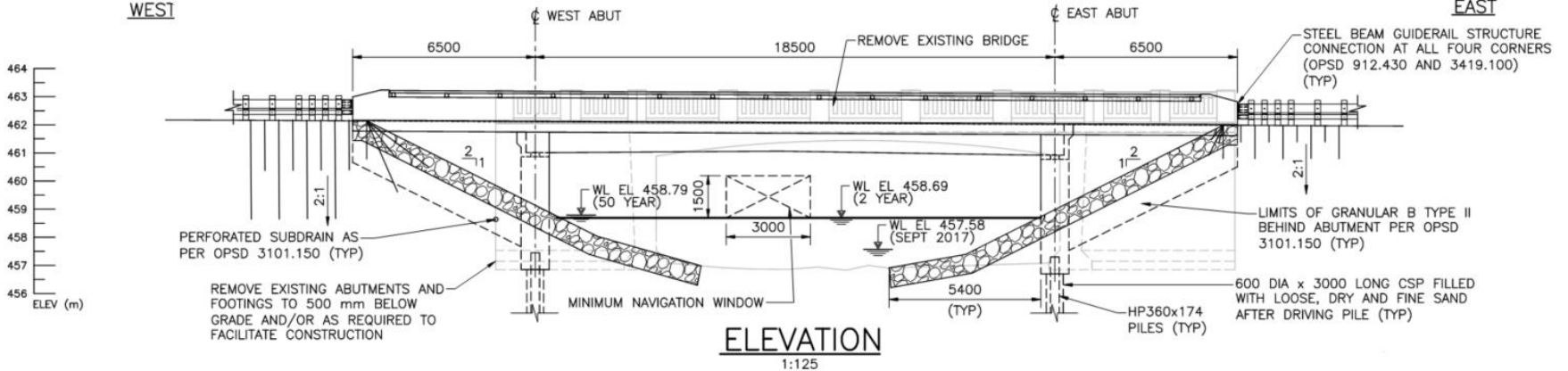
WELLINGTON ROAD 109



SECTION

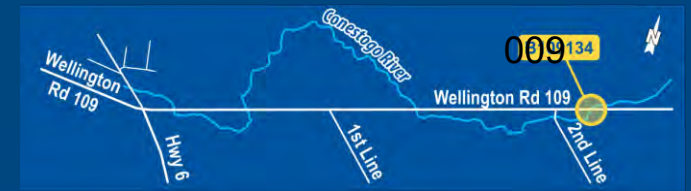
WEST

EAST

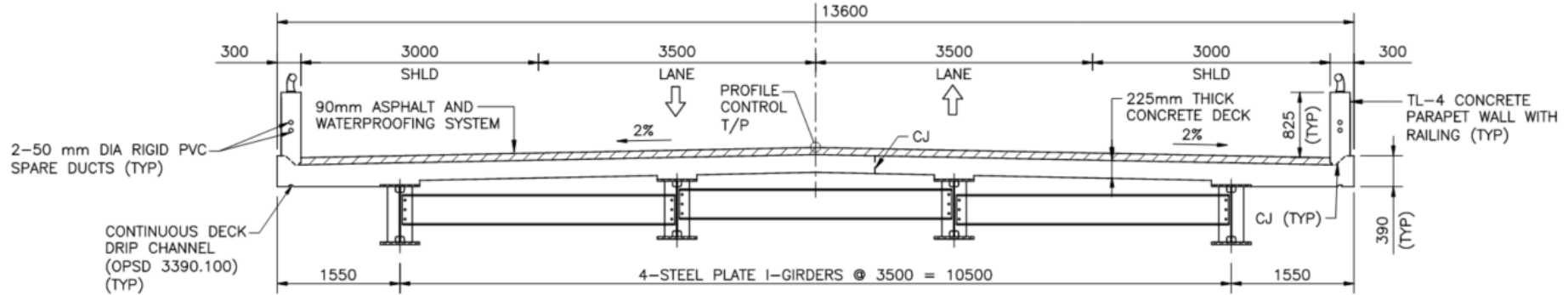


ELEVATION

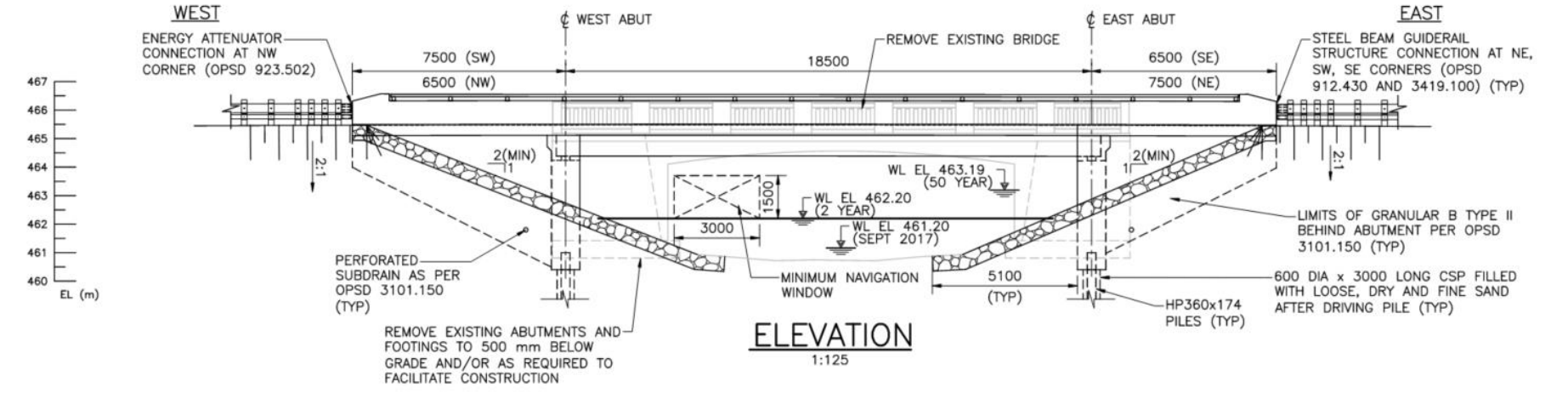




NORTH WELLINGTON ROAD 109 SOUTH



SECTION



ELEVATION
1:125



Traditional Staging



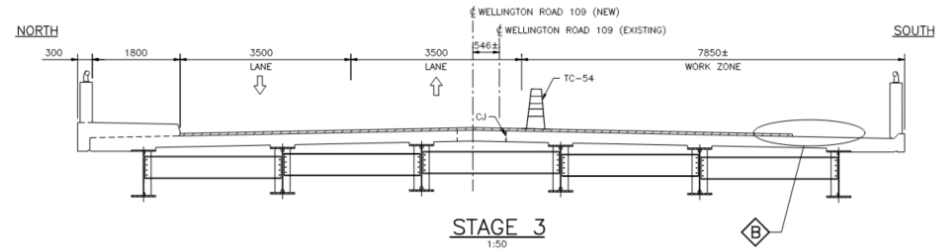
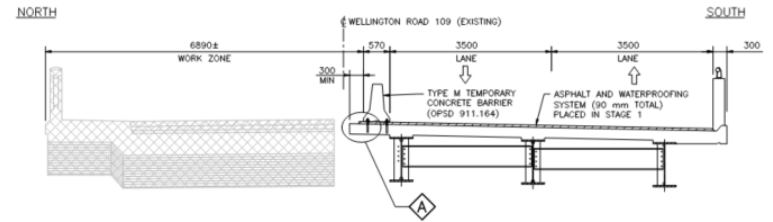
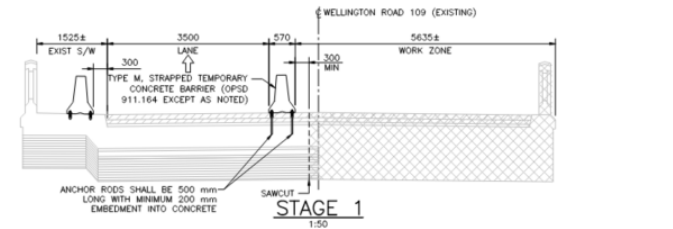
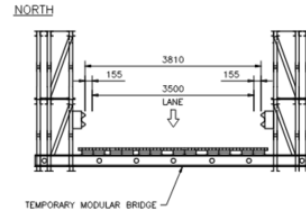
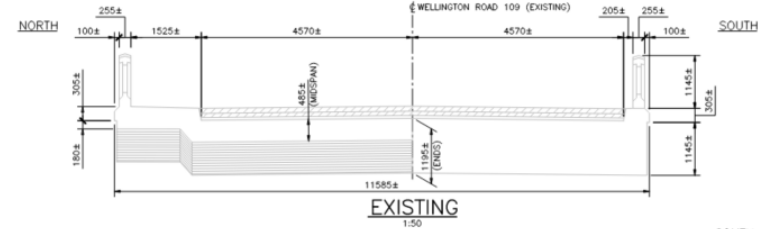
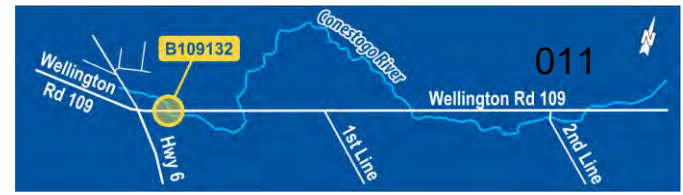
Traffic is maintained adjacent to work zone, and then gets flipped to complete the other half.

Temporary Bridge

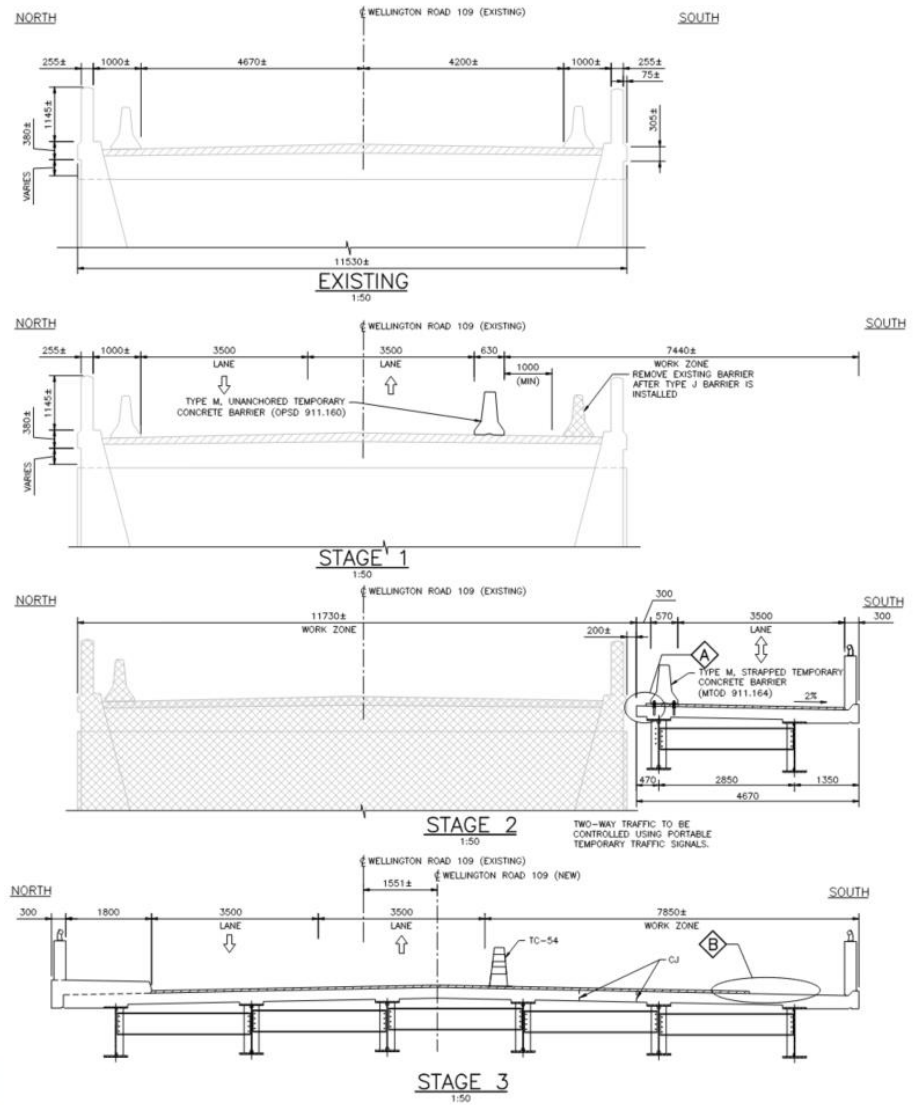
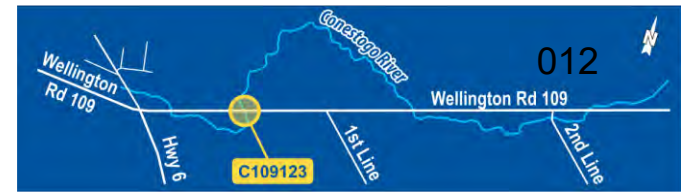


A temporary structure installed adjacent to the existing structure site to carry traffic during in-place replacement of the structure.

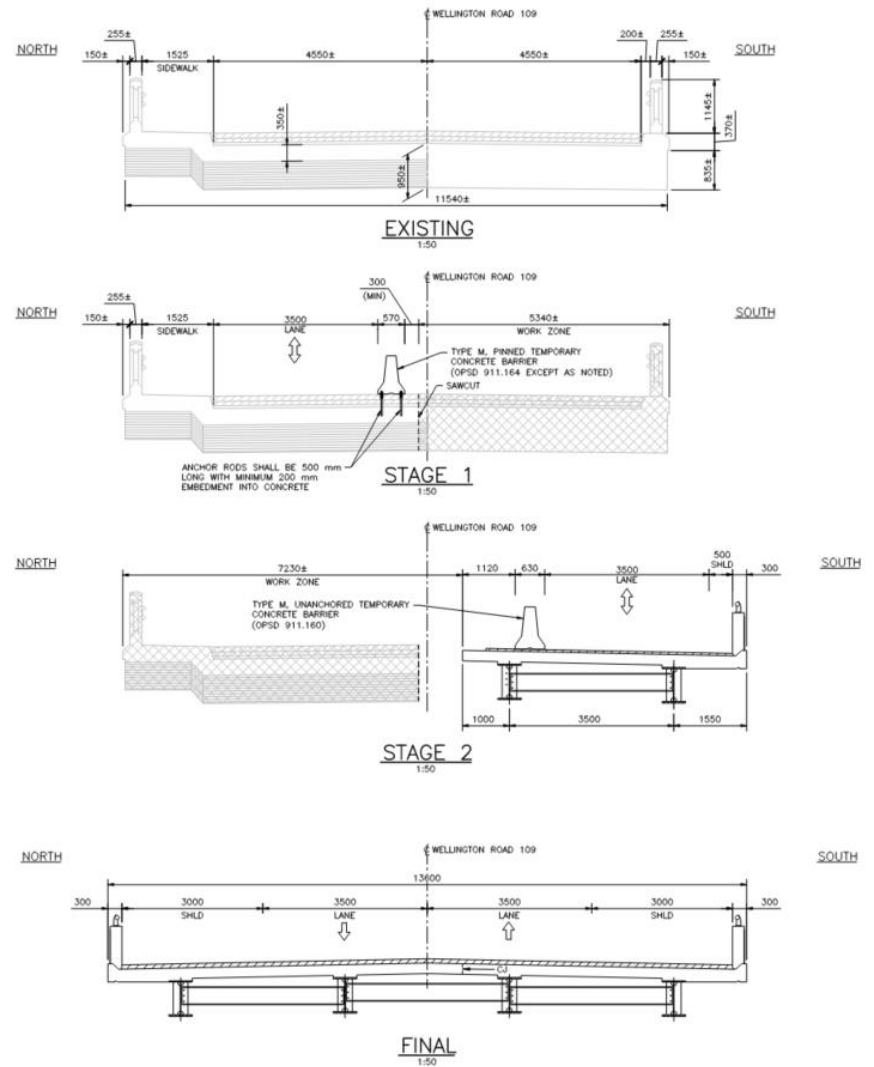
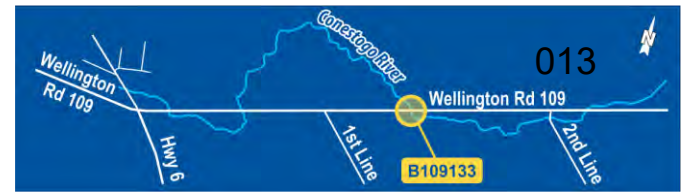
B109132 – Temporary Bridge



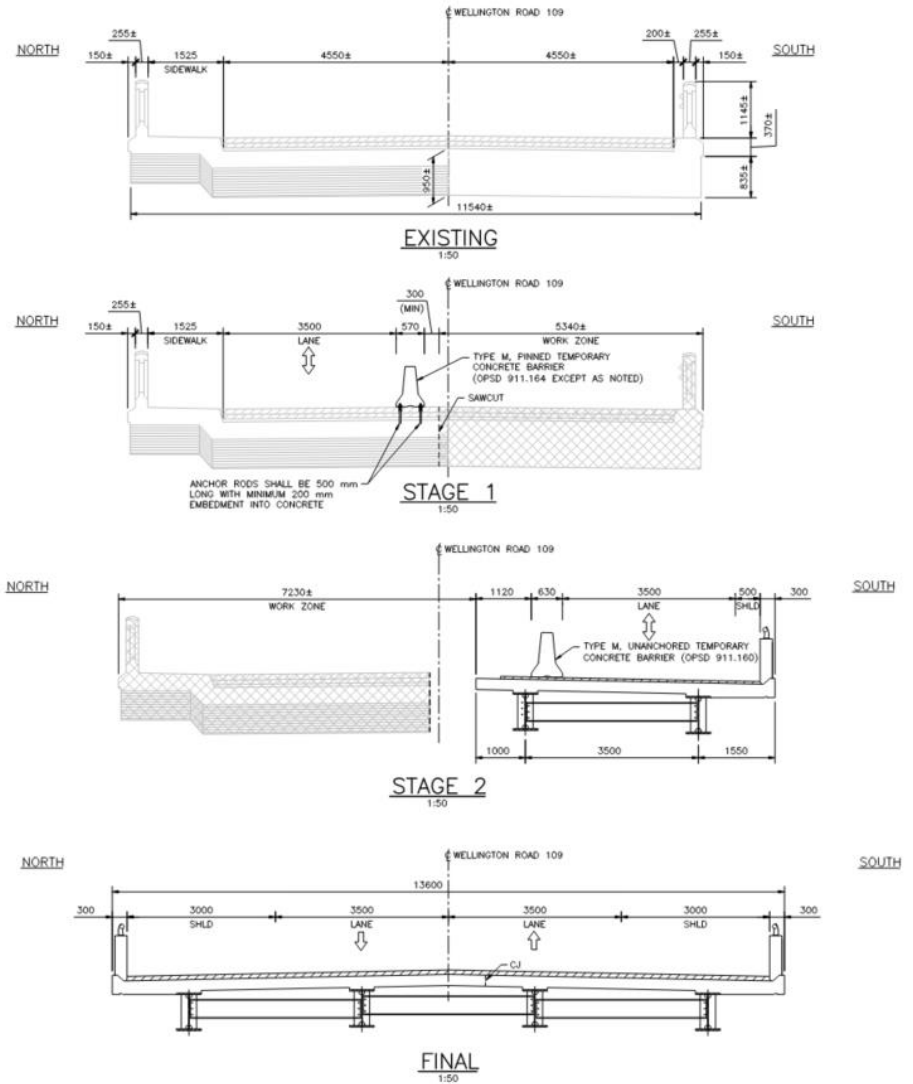
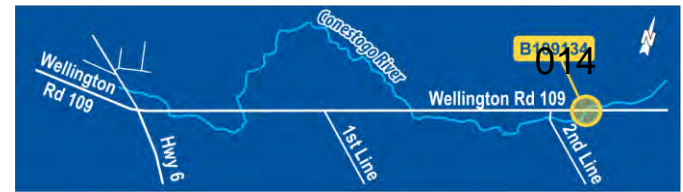
C109123 – Hybrid



B109133 – Traditional Staging

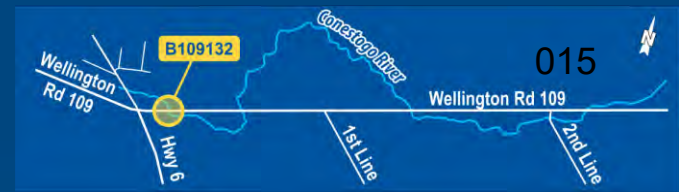


B109134 – Traditional Staging



Traffic Management

B109132



Structure B109132

- ▶ B109132 is located in close proximity to the Highway 6 intersection therefore, two-way traffic must be maintained for the duration of the work to ensure potential impacts to intersection operations are minimized.
- ▶ A temporary modular bridge will be used to facilitate this work.

Posted speed limits will be reduced through and adjacent to construction zones.

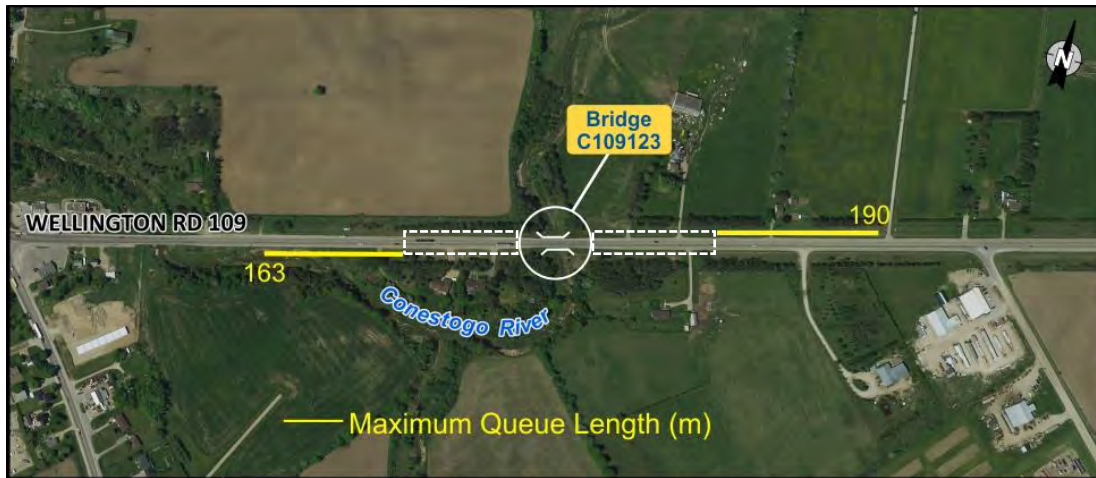


Traffic Management

C109123



- ▶ **1st stage:** the traffic will be maintained on the existing bridge while a portion of the new bridge is constructed adjacent. **2nd stage:** two-way traffic will be staged on a single lane and controlled by temporary traffic signals.
- ▶ This illustration depicts the maximum traffic lengths that could be expected during construction.



- ▶ The eastbound and westbound maximum queues are not expected to extend to the upstream roadways but may impact a farm entrance and several driveways.

Access to properties will be maintained throughout construction.

Direction	Peak Hour Volumes (4:45 to 5:45 pm)	Truck Percentages	
		Medium	Heavy
Eastbound	316 vehicles	5%	9%
Westbound	355 vehicles	9%	7%

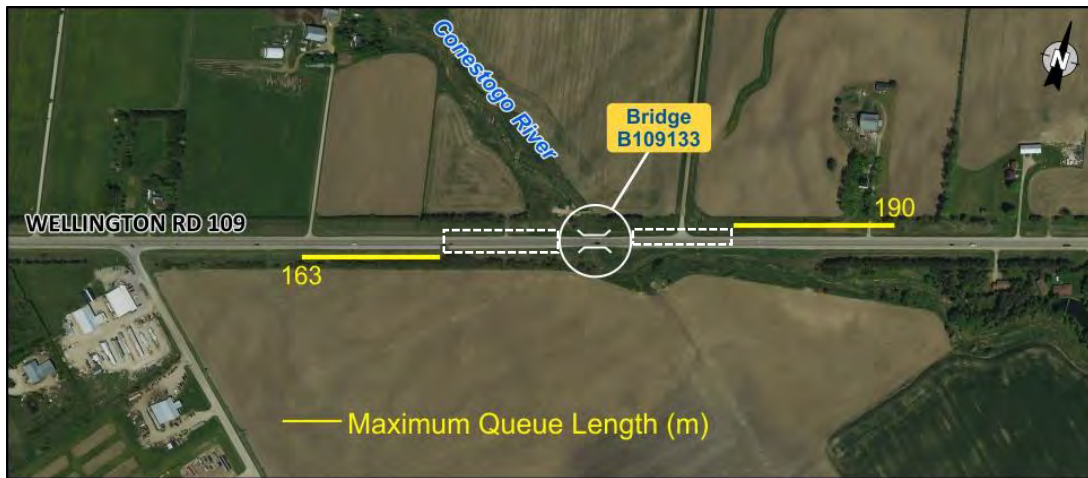


Traffic Management

B109133



- ▶ Two-way traffic will be staged on a single lane and controlled by temporary traffic signals.
- ▶ This illustration depicts the maximum traffic lengths that could be expected during construction.



- ▶ Based on the analysis, it is expected that eastbound and westbound traffic will operate with an average delay of approximately one minute.

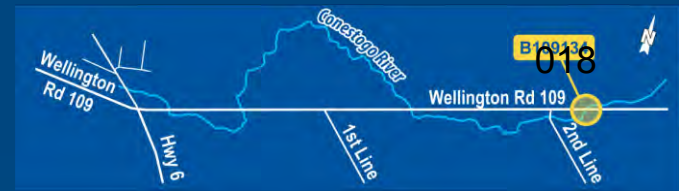
Access to properties will be maintained throughout construction.

Direction	Peak Hour Volumes (4:45 to 5:45 pm)	Truck Percentages	
		Medium	Heavy
Eastbound	316 vehicles	5%	9%
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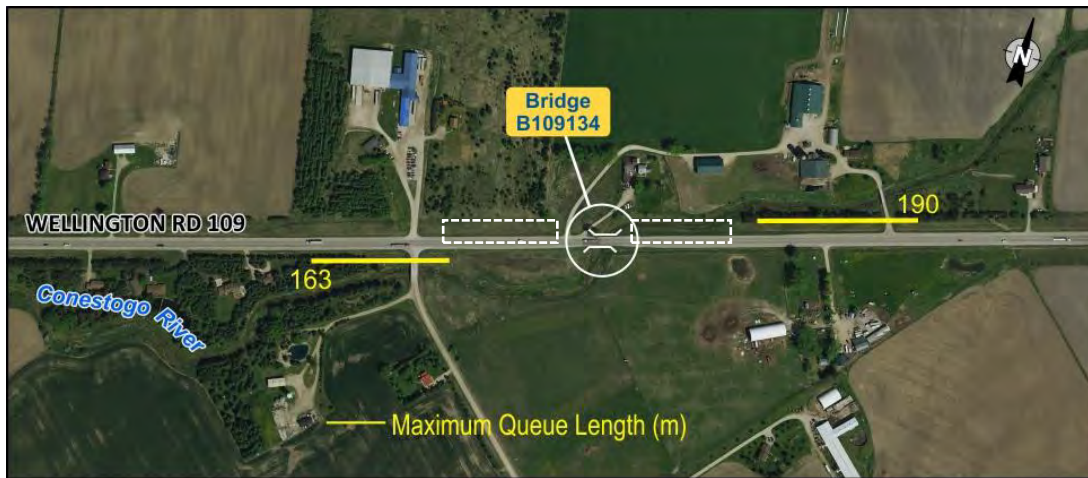


Traffic Management

B109134



- ▶ Two-way traffic will be staged on a single lane and controlled by temporary traffic signals.
- ▶ This illustration depicts the maximum traffic lengths that could be expected during construction.



- ▶ Based on the analysis, it is expected that eastbound and westbound traffic will operate with an average delay of approximately one minute.

Access to properties will be maintained throughout construction.

Direction	Peak Hour Volumes (4:45 to 5:45 pm)	Truck Percentages	
		Medium	Heavy
Eastbound	316 vehicles	5%	9%
Westbound	355 vehicles	9%	7%














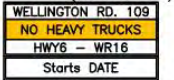


Traffic Management

Alternate Truck Routing

NOTES:

- A. THIS DRAWING ILLUSTRATES THE GENERAL ADVANCE NOTIFICATION AND ADVANCE SIGNS WARNING OF HEAVY TRUCK ROUTE.
- B. ADVANCED NOTIFICATION SIGNS SHALL BE PLACED MINIMUM TWO WEEKS PRIOR TO PROJECT COMMENCEMENT ON WELLINGTON ROAD 109.
- C. DETOUR ROUTE SIGNING IS ONLY TO BE DISPLAYED DURING PERMITTED TIMES AS PER THE CONTRACT DOCUMENTS.
- D. DETOUR SIGNING DRAWING TO BE READ IN CONJUNCTION WITH LATEST EDITION OF ONTARIO TRAFFIC MANUAL BOOK 7 (TEMPORARY CONDITIONS).
- E. ALL SIGNS ARE TO BE MANUFACTURED AND PLACED IN ACCORDANCE WITH LATEST EDITION OF OTM BOOK 7.
- F. CONTRACTOR MUST REVIEW WORDING AND LAYOUT OF SIGNING WITH CONTRACT ADMINISTRATOR PRIOR TO FABRICATION.

LEGEND:
 PROJECT LOCATION
 PROPOSE DETOUR ROUTE

TC-10C  RB-61 ①	TC-10AR  RB-61 ②	TC-10BR  RB-61 ③	TC-10AL  RB-61 ④	TC-10BL  RB-61 ⑤	TC-10D  RB-61 ⑥	TC-10Cr  RB-61 ⑦	TC-5  RB-61 ⑧
 RB-62 ⑨		TC-64 (MODIFIED)  Starts DATE ⑩	TC-67 (MODIFIED)  FOLLOW D-1 ⑪	TC-67 (MODIFIED)  FOLLOW D-1 ⑫			



Structure Cost Estimates



The current cost estimates:

Structure Number	Capital Cost	Construction Management /Contingency	Subtotal
B109132	\$5.5 Million	\$0.6 Million	\$6.1 Million
C109123	\$5.5 Million	\$0.6 Million	\$6.1 Million
B109133	\$4.5 Million	\$0.5 Million	\$5.0 Million
B109134	\$4.5 Million	\$0.5 Million	\$5.0 Million



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Alternate formats available upon request

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 007-2025

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 2 to By-law 66-01 is amended by changing the zoning on the lands described as Hollinger's Survey - Lot K, with civic address of 100 Frederick Street W, as shown on Schedule "A" attached to and forming part of this By-law from:
 - **Institutional (IN) Zone to Central Commercial Site Specific (C1-45) Zone**
2. THAT Section 31, Exception Zone 1 – Arthur Village, is amended by the inclusion of the following new exception:

31.45	C1-45	<p>In addition to the uses permitted in Section 16.1 of the Central Commercial (C1) Zone, and notwithstanding any other sections of this by-law to the contrary, the following additional use shall be permitted:</p> <ul style="list-style-type: none"> • A small scale research and development laboratory to create and formulate pet dental products.
Hollinger's Survey - Lot K		

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 AND PASSED THIS 10TH DAY OF FEBRUARY, 2025.

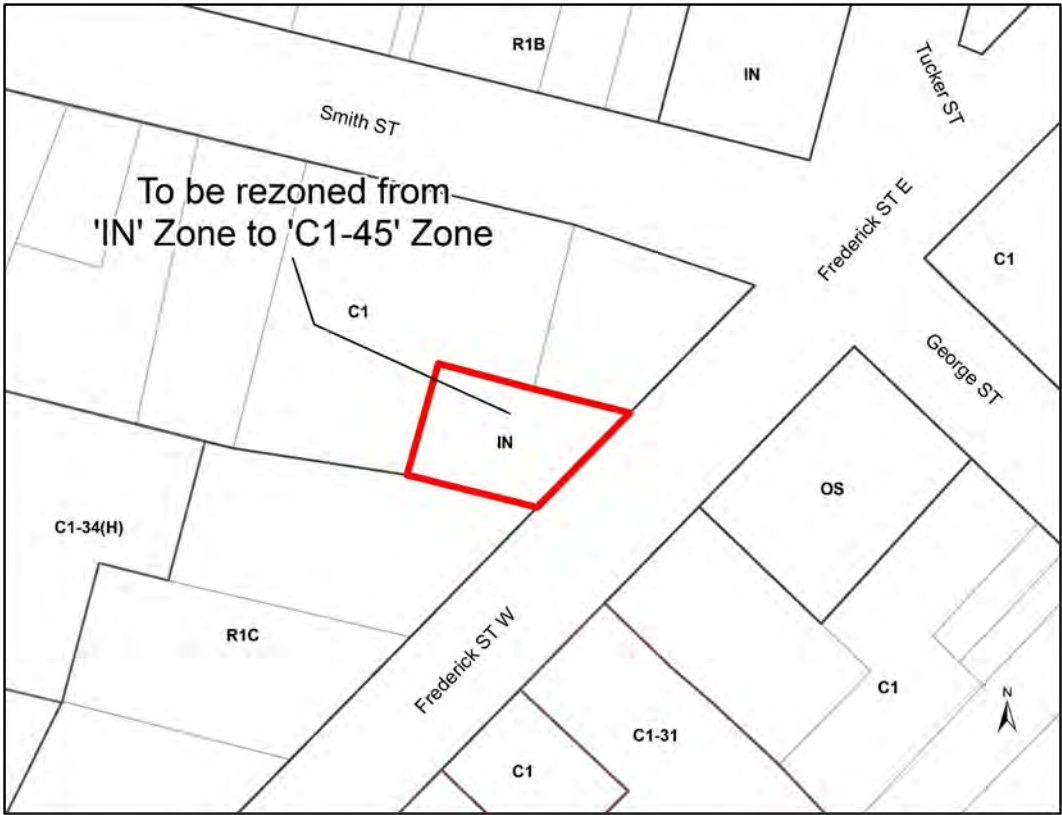
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 007-2025

Schedule "A"



This is Schedule "A" to By-law 007-2025

Passed this 10th day of February, 2025

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 007-2025

THE LOCATION OF THE SUBJECT LANDS being rezoned is described as Hollinger's Survey - Lot K, with civic address of 100 Frederick Street W. The subject property is approximately 0.03 ha (304 m²) in size.

THE PURPOSE AND EFFECT of the amendment is to rezone the subject lands, from Institutional (IN) Zone to Central Commercial Site Specific (C1-45) Zone to facilitate operation of a small-scale research and development laboratory to create and formulate pet dental products in the existing building.

TOWNSHIP OF WELLINGTON NORTH DEPUTATION REQUEST FORM

Name / Spokesperson:

Name of Group or Organization (if applicable):

Address:

Email:

Phone:

Date of Meeting:

Topic of Deputation:

Please attach your presentation/notes specify what action would you like the Township of Wellington North to take with respect to your matter

Estimated Municipal Financial Impact

Capital \$:

Annual Operating \$:

Signature:

Date:

Date & time received by Clerk:

Deputation requests must be submitted by 3:00 p.m. on the Monday preceding a Council Meeting.

If you wish to depute on a matter appearing on a published agenda, a request must be submitted by 11:00 am on the day of the meeting.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JANUARY 27, 2025 AT 7:00 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 5:30 P.M.
VIA WEB CONFERENCING ONLY DUE TO WEATHER CONDITIONS
[January 27, 2025, Township of Wellington North Council Meeting \(youtube.com\)](https://www.youtube.com/watch?v=...)**

Members Present:

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

Staff Present:

**Chief Administrative Officer: Brooke Lambert
Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Executive Assistant to the CAO: Tasha Grafos
Director of Finance: Jeremiah Idialu
Human Resources Manager: Amy Tollefson
Chief Building Official: Darren Jones
Senior Project Manager: Tammy Stevenson
Manager Environment and Development Services: Corey Schmidt
Manager Recreation Community & Economic Development: Mandy Jones
Economic Development Officer: Robyn Mulder
Director of Fire Services: Chris Harrow
Manager of Development Planning: Curtis Marshall**

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2025-012

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Agenda for the January 27, 2025 Regular Meeting of Council be accepted and passed with the following deletions:

PUBLIC MEETING

- ZBA 19/24, Township of Wellington North (850 Princess Street)

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

By-law Number 003-2025 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. (Wellington Plan Town of; Mount Forest S Princess St; McDonalds Survey Pt Park; Lots 10 to 12 RP 61R7789; Parts 6 to 8 RP 61R21401 with a civic address of 850 Princess Street)

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke declared an indirect pecuniary interest with the following:

Items for Consideration

2. Planning

b) Report DEV 2025-003, Site Plan Agreement – Canadian Storage Holdings Inc.,
7519 Sideroad 7 East

and

c) Report DEV 2025-004, Notice of Decision Received for Consent Application
B19-24

Her employer worked on both development projects

Councillor Hern declared an indirect pecuniary interest with the following:

Items for Consideration

4. FINANCE

a) Vendor Cheque Register Report, January 20, 2025

Her husband is employed by one of the payees

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.

(c) a proposed or pending acquisition or disposition of land by the municipality or local board

RESOLUTION: 2025-013

Moved: Councillor Burke

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 5:32 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.

(c) a proposed or pending acquisition or disposition of land by the municipality or local board

CARRIED

1. REPORTS

- Wellington North Power Inc. education and training
- CLK 2025-002 transfer parcel from Estate

2. REVIEW OF CLOSED SESSION MINUTES

- December 2, 2025

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2025-014

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 7:11 p.m.

CARRIED

RESOLUTION: 2025-015

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Power Inc. education and training.

CARRIED

RESOLUTION: 2025-016

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-002 transfer parcel from Estate

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2025-017

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the December 2, 2024 Council Meeting.

CARRIED

Councillor Burke lost connection at 6:57 p.m. during the closed session and rejoined the open meeting at 7:14 p.m.

PRESENTATIONS

1. Maitland Valley Conservation Authority, Phil Beard, General Manager-Secretary Treasurer, and Ed Podniewicz, Council Representative

- 2025 Draft Budget

Due to a weather-related power outage Mr. Beard and Mr. Podniewicz were not available. The presentation will be moved to a future Council Meeting.

DEPUTATIONS

1. Arthur BIA

- Angela Alaimo, Chair
 - Presentation of 2025 workplan

Ms. Alaimo outlined the Arthur BIA 2025 workplan that includes adding an icon/historical building banner, replacing bump out banners, replacing damaged plant pots, flowers being extended to the bridge outside of the BIA area, refurbishing the poppies in front of the Legion, purchasing a used OWL meeting system and additional plans for a message board, website and event budget. They are looking for grants to assist them with the financial aspects of the workplan. The Arthur BIA will apply for an OBIAA award in the category of streetscaping and public realm improvements showcasing the icons of Arthur banners and QR wraps. They would like to be involved in the creation and implementation of the Township's flag and banner policy.

- Chris McIntosh, Treasurer
 - Presentation of 2025 budget

Mr. McIntosh reviewed the Arthur BIA proposed 2025 budget. The budget was developed with the revenue stream based on historical numbers. The levy of \$367.50 per property represents a 5% increase over the previous levy. There are funds available to cover a deficit if they complete all the proposed projects.

2. Mount Forest BIA

- Andrew Coburn, Chair
 - Presentation of 2025 budget and workplan

Mr. Coburn presented the Mount Forest budget and workplan. They have invested heavily in their hardscapes and events. Their 2025 workplan includes continuing and expanding upon the flowers, focusing on hardscapes with the ReImagined Laneway, continuing with event marketing, and Christmas decorations. The other primary project is the downtown lighting. They are looking for a company to substitute the infrastructure in the light casing so LED lighting could be used and would like to collaborate with the Township.

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

No questions on agenda items registered.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, January 13, 2025

RESOLUTION: 2025-021

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on January 13, 2025 be adopted as circulated.
CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

Notice of motion tabled introduced by Councillor Penny Renken at the Regular Council Meeting held on January 13, 2025.

RESOLUTION: 2025-022

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT Council direct staff to prepare a report on the feasibility of clearing the track at the Mount Forest Community Centre in the winter to accommodate dog walkers who use it daily, many of whom are seniors.

CARRIED

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2a, 2b, 2c, 3a, 3b, 4a, 5a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2025-023

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT all items listed under Items For Consideration on the January 27, 2025 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 Mount Forest District Chamber of Commerce Board Meeting held on December 10th, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur BIA Meeting held on September 25, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Association Meeting held on January 14th, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Valley Conservation Authority Board of Directors Meeting, held on November 21, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report from Zach Prince, Senior Planner, County of Wellington, dated January 17, 2025, regarding Wilson Developments - 5053745 Ontario Inc. 440 Wellington St E, Mount Forest Draft Plan of Condominium – 23CD-24002;
AND THAT Council support the proposed draft plan of condominium;
AND FURTHER THAT staff be directed to forward Council's support of the draft plan of condominium to the County of Wellington for consideration.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-002 Wellington North Farmers' Market Update;
AND FURTHER THAT Council direct staff to prepare the necessary temporary road closure permit application for each Saturday from June 14th to September 27th, from 8:00am to 1:00pm, for the portion of Grant St in Mount Forest.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-003 Saugeen Connects 2024 Year in Review for information.

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2025-001 RLB LLP 2024 Audit Plan Communication for information.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report JHSC 2024-001 being the Joint Health and Safety Committee 2024 Annual Report.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2025-024

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the planning report from Curtis Marshall, Manager of Development Planning, County of Wellington, dated January 16, 2025, regarding Eastridge Landing Subdivision – Phase 5, OPA-2024-02, ZBA 15/24 & Draft Plan of Subdivision - 23T-24002, Con 1, Pt Lot 1 (West Luther), Parts 5 & 6 RP61R21786, Arthur, recommendation report.

CARRIED

RESOLUTION: 2025-025

Moved: Councillor Burke

Seconded: Councillor Hern

THAT Council supports the proposed official plan amendment regarding Eastridge Landing Subdivision – Phase 5, OPA-2024-02, ZBA 15/24 & Draft Plan of Subdivision - 23T-24002, Con 1, Pt Lot 1 (West Luther), Parts 5 & 6 RP61R21786, Arthur, and the Township Clerk notify the County of Wellington of this position;

AND FURTHER THAT Council supports the proposed draft plan of subdivision and the Township Clerk notify the County of Wellington of this position;

AND FURTHER THAT Council supports the proposed zoning by-law amendment and the final amending by-law be brought to Council for approval once the County of Wellington has rendered a decision on the official plan amendment.

CARRIED

Councillor Burke left the meeting by turning her microphone and camera off and she did not participate in discussion or voting.

RESOLUTION: 2025-026

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 003-2025 regarding the final approval of the Canadian Storage Holdings Inc. Site Plan Control Agreement.

CARRIED

RESOLUTION: 2025-027

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2025-004 regarding the Notice of Decision for the following Consent Application, received from the County of Wellington Planning and Land Division Committee:

- B19-24 Karen Kammer Meier, Part Lots 10 & 11, Concession 2 with the civic address of 8449 Line 2, in the former Township of West Luther (Severance).

CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2025-028

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-001 Business Improvement Area Update;

AND THAT Council approve the 2025 workplan, budget and tax levy of \$365.85 per property as presented and approved at the November 13th, 2024, Mount Forest BIA Annual General Meeting;

AND FURTHER THAT Council approve the 2025 workplan, budget and tax levy of \$367.50 per property as presented and approved at the November 20th, 2024, Arthur BIA Annual General Meeting;

AND FURTHER THAT the following be appointed as Mount Forest BIA Directors: Andrew Coburn, Dwight Benson, Bill Nelson, Jessica McFarlane, Maggie Schram, Rachael Whetham, Amanda Boylan, Allison Litt, Erin Kiers and Kyle Dallaire;

AND FURTHER THAT the following be appointed as Arthur BIA Directors: Angela Alaimo, Chris McIntosh, Paula Coffey, Gord Blyth, Jim Coffey, Sheila Faulkner, Mitch Keirstead.

CARRIED

RESOLUTION: 2025-029

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-007 Community Improvement Plan;

AND THAT Council approve a Building Conversion and Improvement Grant in the amount of \$5000.00 to Ramoth Life Centre, 119 Wellington St. W. Mount Forest for a new driveway and parking area.

CARRIED

Councillor Hern left the meeting by turning her microphone and camera off and she did not participate in discussion or voting.

RESOLUTION: 2025-030

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated January 20, 2025.

CARRIED

Councillor Hern returned to the meeting.

RESOLUTION: 2025-031

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2025-001 Clerk's Department 2024 year end review.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Renken (Ward 1):

- This year's Artisan Showcase will take place on the last Saturday in September. They are hoping to be in a location to accommodate the showcase and the Farmers Market.

Councillor Burke (Ward 2):

- Mount Forest Fireworks Committee have started their meetings, working on events, and looking for new ideas. They will need volunteers for a variety of community events.
- Mount Forest aquatics meeting last week. They are working on their corporate campaign.

Councillor Hern (Ward 3):

- GRCA meeting last week with John Challinor from Milton as the new Chair, and Vice Chair Shawn Watters from Centre Wellington.

Councillor McCabe (Ward 4):

- The SVCA AGM was held last week. He was not able to attend.
- ROMA Conference was very well attended with the most delegations requested and given.

Mayor Lennox:

- Attended ROMA Conference. He thanked Councillor Burke for leading discussion with the Associate Minister of Sport to hopefully access some funds for the new Mount Forest pool.

CULTURAL MOMENT

- Celebrating H. Gordon Green

CONFIRMING BY-LAW

RESOLUTION: 2025-032

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT By-law Number 004-2025 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 January 27, 2025 be read and passed.

CARRIED

ADJOURNMENT

RESOLUTION: 2025-033

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Regular Council meeting of January 27, 2025 be adjourned at 8:05 p.m.

CARRIED

MAYOR

CLERK

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF SPECIAL COUNCIL MEETING – JANUARY 30, 2025 AT 7:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
VIA WEB CONFERENCING**

Members Present:

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

Staff Present:

Director of Legislative Services/Clerk:	Karren Wallace
Director of Finance:	Jeremiah Idialu
Manager Recreation Community & Economic Development:	Mandy Jones

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2025-034

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Agenda for the January 30, 2025 Special Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

None declared

CLOSED MEETING SESSION

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

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

RESOLUTION: 2025-035

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 7:03 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

CARRIED

1. REPORTS

- C&ED 008-2025 Corporate Donor Agreement

2. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2025-036

Moved: Councillor Burke

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 8:13 p.m.

CARRIED

RESOLUTION: 2025-037

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive

AND THAT Council approve the confidential direction to staff.

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2025-038

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT By-law Number 005-2025 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 January 30, 2025 be read and passed.

CARRIED

ADJOURNMENT

RESOLUTION: 2025-039

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Special Council meeting of January 30, 2025 be adjourned at 8:14 p.m.

CARRIED

MAYOR

CLERK



Membership Minutes

Membership Meeting #10-2024

December 18, 2024

Members Present: Alison Lobb, Ed McGugan, Alvin McLellan, Andrew Fournier, Anita Van Hittersum, Ed Podniewicz, Matt Duncan, Megan Gibson, Evan Hickey, Sharen Zinn

Members Absent: Vanessa Kelly

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Stewart Lockie, Conservation Areas Services Coordinator
Jeff Winzenried, Flood Forecasting Supervisor
Michelle Quipp, Executive Assistant

Others Present: Cory Bilyea, Midwestern Newspapers

1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 7:00pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #9-2024 held on November 20, 2024.

Motion FA #108-24

Moved by: Megan Gibson

Seconded by: Alvin McLellan

THAT the minutes from the General Membership Meeting #9-2024 held on November 20 2024, be approved.
(carried)

4. Business out of the Minutes:

a) Review of Per Diem and Honorariums Report #79-2024

Report #79-2024 was presented to the members and the following motions were made:

Motion FA #109-24

Moved by: Alvin McLellan

Seconded by: Alison Lobb

THAT the MVCA 2025 members Per Diems be amended to \$84 for half day meetings and \$150 for full day meetings.

(carried)

Motion FA #110-24

Moved by: Alison Lobb

Seconded by: Ed Podniewicz

THAT the MVCA members Per Diems and Honorariums be adjusted by cost of living each year.

(carried)

b) Conservation Lands Strategy Comments: Report #80-2024

Report #80-2024 was presented to the members and the following motions were made:

Motion FA #111-24

Moved by: Alison Lobb

Seconded by: Megan Gibson

THAT a letter be sent to the Township of Huron-Kinloss in response to their comments and suggestions regarding the Conservation Areas Lands Strategy.

(carried)

Motion FA #112-24

Moved by: Alison Lobb

Seconded by: Evan Hickey

THAT the Members approve the Conservation Lands Strategy;
AND THAT the Conservation Lands Strategy be posted on the MVCA website.

(carried)

c) Fees Policy Comments: Report #81-2024

Report #81-2024 was presented to the members and the following motion was made:

Motion FA #113-24

Moved by: Anita Van Hittersum

Seconded by: Ed Podniewicz

THAT the 2025 Fees Policy be approved.

Motion FA #117-24**Moved by:** Andrew Fournier**Seconded by:** Ed Podniewicz

THAT the Members approve and submit the Draft Ice Management Plan to the Ministry of Natural Resources.

(carried)

d) Draft Agenda for 2025 Annual Meeting: Report #86-2024

Report #86-2024 was presented to the members and the following motion was made:

Motion FA #118-24**Moved by:** Anita Van Hittersum**Seconded by:** Matt Duncan

THAT the Annual Meeting be held on February 19 at 2pm;

AND THAT the draft agenda outlined in Report #86-2024 be approved.

(carried)

e) Request from the Maitland Conservation Foundation: Report #87-2024

Report #87-2024 was presented to the members and the following motion was made:

Motion FA #119-24**Moved by:** Alison Lobb**Seconded by:** Sharen Zinn

THAT the General Manager Secretary Treasurer continue to serve as Interim Executive Director to the MCF Board in 2025;

AND THAT the MCF and JHETF Boards be thanked for their donation to MVCA in 2024.

(carried)

f) First Call for Declarations for Chair, Vice & Second Vice Chairs: Report #88-2024

Report #88-2024 was presented to the members for their information.

6. Chair and Member Reports

Chair Ed McGugan asked the members for ideas on how MVCA can receive more feedback on the work that MVCA does. Suggestions included surveys, social media posts and directly engaging with the public, both young and old, across the watershed.

7. Consent Agenda:

The following items were circulated to the Members for their information:

a) Revenue/Expenditure Report for November 2024: Report #89-2024

Motion FA #120-24**Moved by:** Alison Lobb**Seconded by:** Megan Gibson

THAT Report #89 along with the respective motions as outlined in the Consent Agenda be approved.
(carried)

8. In Camera Session: GM - ST Performance Review**Motion FA #121-24****Moved by:** Alison Lobb**Seconded by:** Evan Hickey

THAT the members move into in camera to discuss the GM-ST Performance Review.
(carried)

Motion FA #122-24**Moved by:** Anita Van Hittersum**Seconded by:** Alvin McLellan

THAT the members move back into the full authority meeting.
(carried)

Motion FA #123-24**Moved by:** Alison Lobb**Seconded by:** Antia Van Hittersum

THAT staff are to act as directed within closed session.
(carried)

9. Adjournment: Next meeting: January 22, 2025, at 7:00 pm at the Administrative Centre, Wroxeter.**Motion FA #124-24****Moved by:** Alison Lobb**Seconded by:** Megan Gibson

THAT the Members Meeting be adjourned at 9:06pm.
(carried)



Ed McGugan
Chair



Phil Beard
General Manager / Secretary-Treasurer



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

Arthur Chamber Monthly Board of Directors Meeting Minutes

January 8th, 2025

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

Regrets: Robyn Mulder, Debby Keown

Brea called the meeting to order @ 5:33pm pm and welcomed everyone.

Approval of Previous Minutes:

- All Accept , passed

Committee Reports:

Economic Development Report – Robyn Mulder (not present)

-no report

Council Report – Counsellor Lisa Hern:

- lots of building happening
- changes to codes affecting farm buildings/large buildings
- free info session to learn about changes, Jan 28/25 1:00pm to 4:00pm, PMD
- ROMA (abbr correct?) later this month
- EDCO (abbr correct?), Robyn, in Feb.

Business arising from the previous meeting/New Business

Committee Updates:

- BA5: January to be hosted by Silver Fox on Jan 22, Saugeen Economical as special guest; inquire with Foodland for snack, contact Mark to see what his plans are for event; February Coverups to host, email to Blue Sky for Co-Host; discussion about lowering the frequency of BA5- not every month, consider every other month or every third month; think about themes for each event and discuss next meeting; Brea to create new graphic for BA5. Consider Britt's Corner Tack & Casa Verde for warmer weather.
- Website: Brea & Bonnie sat with Deb & Kristi to go over new website.
- Directors appeal – continuing to put the word out about more directors.
- Need to set time for AGM

New Business

- Meeting schedule: continue with 2nd Wednesday of the month , July & Aug no meeting
- Harvest event tabled
- Canada Day Event set for June 28, 2025 – Bonnie motion, Faye 2nd, all agree.
- email Mellissa about Arthur By the Fire.

Presidents Report –

Correspondence:

- none to discuss

Financial Statements:

- Bonnie McIntosh

Dismissed: 6:43pm

Meeting Outline for 2025

February 12th, 2025

March 12th, 2025

April 9th, 2025

May 14th, 2025

June 11th, 2025

September 10th, 2025

October 8th, 2025

November 12th, 2025

December 10th, 2025



**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CULTURAL ROUNDTABLE MEETING MINUTES
THURSDAY, JANUARY 16 @ 12:00 PM
WELLINGTON COUNTY LIBRARY, ARTHUR**

Committee Members Present:

- Doris Cassan, Member
- Linda Hruska, Member
- Trina Reid, Member (joined virtually at 12:06 p.m.)
- Penny Renken, Councillor
- Faye Craig, Member
- Tim McIntosh, Member (arrived at 12:06 p.m.)
- Carol Vair, Member (arrived at 12:07 p.m.)

Regrets:

- Bonny McDougall, Chair

Staff Members Present:

- Robyn Mulder, Economic Development Officer
- Mike Wilson, Community Development Coordinator
- Tasha Grafos, Executive Assistant to the CAO
- Mandy Jones, Manager of Recreation, Community & Economic Development (arrived at 12:58 p.m.)

Calling to Order
CDC Wilson called the meeting to order at 12:02 p.m.
Adoption of Agenda
Moved by Member Cassan Seconded by Councillor Renken THAT the agenda for the January 16, 2025, Wellington North Cultural Roundtable Committee meeting be accepted and passed. CARRIED
Disclosure of Pecuniary Interest
None

Minutes of Previous Meeting – November 14, 2024**(approved by Council on December 2, 2024)**

Moved by Member Craig
Seconded by Member Hruska

THAT the Wellington North Cultural Roundtable Committee receive for information the minutes of the November 14, 2024 Committee Meeting.

CARRIED

Deputation

None

Business Arising

None

Update on Workplan Items

Workplan Item 1: Wellington North Farmers' Market

Plans for the Farmers' Market are moving ahead with the new location at 393 Parkside Dr., Mount Forest.

The Township will be employing a student to manage the Wellington North Farmers' Market and also help with the Community Gardens in Mount Forest.

The Louise Marshall Auxiliary booth is looking for 8-10 chairs that can be easily accessed for their sitting area.

Workplan Item 2: Cultural Grants and Donations

Grants and Donations:

- Mount Forest Diwali Celebration (verbal update)

CDC Wilson met with Axy Leighl, who is spearheading the Mount Forest Diwali celebrations for 2025. CDC Wilson reported that plans are taking shape, and that Leighl's group is looking for funding opportunities to help with the cost of entertainment for the event. The event would take place in late October. CDC Wilson is looking into possible grant opportunities for the Diwali group to apply to. CDC Wilson said Leighl expressed gratitude to the Cultural Roundtable for its expression of support for the event. Looking for funds for entertainment. Grant applications and eligibility.

The Cultural Roundtable also discussed the possibility of highlighting the Mount Forest Diwali celebration for a future Cultural Moment. CDC Wilson said he would connect with Leighl to get information.

Workplan Item 3: Cultural Moments

CDC Wilson provided an overview of the Cultural Moments presented to Council since the last Cultural Roundtable meeting in November 2024:

- November 18 – Duke of Wellington

- December 2 – 1985 Tornado
- December 16 – Harold “Toad” Reeves
- January 13 – Dr. Helen Reynolds

CDC Wilson reported that the January 27 Cultural Moment will highlight H. Gordon Green of Arthur, and the February 10 Cultural Moment will highlight “Saucy” Sylvia Cadesky from Mount Forest.

A discussion was held to brainstorm topics for future Cultural Moments:

- Sarah Smith
- Mennonite Culture
- Biz Bull
- Arthur Historical Society

CDC Wilson shared 2024 Cultural Moment video statics with the Committee. The videos have been very well received, accumulating more than 16,700 views across all social media platforms last year. A total of 20 videos were produced, averaging 836 views per video. The most viewed video of the year was the Lynes Blacksmith Shop – Raise the Roof Campaign (1,659 views) with the History of Indigenous Peoples in Wellington North a close second (1,389 views). CDC Wilson also highlighted the Harold “Toad” Reeves video as being very popular, accumulating 925 views in two weeks. The Committee was very happy with these numbers, and pleased that the videos are resonating with residents.

Member McIntosh commented that the “25 Fun Facts and Folklore of Wellington North” social media campaign was also very well received by the public. CDC Wilson reported that the Mount Forest Museum and Archives have included those social media posts in a booklet and those moments are now included in their collection.

Workplan Item 5: Wellington North Culture Days

No update

Workplan Item 6: Minto, Hanover, WN Cultural Roundtable partnership

Tourism Grown Program

- Driftscape

Implementation will begin in the first half of 2025. A meeting has been set up with Driftscape creators to begin the process of uploading material onto the app.

- May 30 Symposium

See the events section for more details

Other Items

Strathcona Long Term Care and local art exhibit

Member Vair brought forward an idea for a pilot project at minimal to no cost. During the winter months when the residents are in long term care, local artists could donate their work on a rotation basis to be hung throughout the complex. The alternate common rooms, focal points. This would enlighten the day for the aged and bring back memories. The art would be on loan and be updated on a rotating basis through the seasons to keep things interesting. Member Vair will reach out to Cheryl McTavish at Strathcona and Kate Rowley from the Mount Forest Museum and Archives to discuss further.

Items for Consideration**Wellington Advertiser Cultural Ads**

The committee reviewed the November and December Cultural advertisements in the Wellington Advertiser.

Upcoming Events

Staff reported that the Cultural Roundtable Symposium will take place on Friday, May 30th in Harriston. The keynote speaker will be Cate Proctor.

Cate is Founder and Principal of an evidence-based consulting practice, Proctor Shift Consulting. She has held senior management roles at non-profit organizations in the arts and cultural sector. She has also held communications, events development, and production roles at the Canadian Broadcasting Corporation and the City of Charlottetown. With more than 20 years working in arts administration and creative industries roles, Cate has successfully managed festival and theatre operations through strategic planning, public relations, marketing, fundraising and partnership initiatives.

Cate's presentation will focus on embracing cultural assets through partnership. The presentation will address how the arts and cultural sectors, including its creators, are fundamental to projecting a community's vibrancy, authenticity, and acting as a primary attraction that serves both business and community interests. The workshop will take attendees through the process of identifying at least one project and /or partnership that they can generate within their community.

Roundtable**EDO Mulder:**

Community Improvement Program (CIP) – Applications are now open for the calendar year. There is \$35,000 available in grant money for approved businesses. Applications will be accepted up until September 30 for projects completed and receipts submitted by Dec 1st, 2025. Must be new projects, grants are not retroactive.

- Working on Design Guidelines for downtown Arthur and Mount Forest

Saugeen Connects – Partnership programs

Workforce Development Programs

- North Wellington Works, March 27th, 2025, 9am – 3pm at Norwell, Palmerston

Advancement of Women (AWE) initiatives

- Begins with international Women’s Day in March
- Webinars start in April

Women of Wellington Saugeen Area (WOWSA) monthly programs

- Leadership - Jan 21, 2025, 6-8pm Mildmay (Guest Speaker – Melanie Needham)

Business Retention and Expansion**Reestablish the Mayors Breakfast series**

- Q1 meeting to be held at the end of March/ early April

Member Hruska: Four Corners Quilters Guild donated 28 dropped off to Guelph. Donate 10 for kids with cancer at the Lions meeting 16 Jan.

Bizbull – overlapping stories for cultural moments. Shady Lawn, Farewell. Maybe the cultural moment could be in the Bizbull.

Member Craig: St Andrews Presbyterian Church in Arthur will have a guest music teacher over Easter 2025.

Staff Member Grafos:

Member McIntosh and Member Reid are invited to look at the website and see what needs updates. EA Grafos and CDC Wilson will be looking at website content and where things are put and the logic behind the naming of departments. Proposal for changing the titles of the names on the website and relocating them to where they make more sense.
e.g. Welcome to Wellington North – info logistics, hydro, blue bin etc

EA Grafos has tips on fireworks celebrations and safety concerns. Information to educate the public will be circulated about how celebrations use fireworks.

Date of next meeting and adjournment

Next Meeting: Thursday, February 20, (virtual)

Moved by Member McIntosh
Seconded by Member Craig

THAT the Wellington North Cultural Roundtable Committee meeting of January 16, 2025, be adjourned at 1:00 p.m.

CARRIED



Corporation of the County of Wellington
Accessibility Advisory Committee
Minutes

December 5, 2024
 Wellington County Museum and Archives
 Nicholas Keith Room

Present: Councillor Matthew Bulmer (Chair)
 Robin Fletcher
 Bethany Parkinson
 Heather Small
 Gerald Townsend

Regrets: Giverny Parent
 Lorri Wright

Staff: Colin Baker, Managing Director of Infrastructure Services, Township of Centre Wellington
 Brandon Buehler, Engineering Technologist, Township of Centre Wellington
 Nicole Cardow, Deputy Clerk
 Sara Dineen, Drayton Kinettes
 Adam Gilmore, Manager of Engineering, Township of Centre Wellington
 Justin Grainger, Deputy Clerk, Town of Erin
 Amanda Knight, Clerk, Township of Guelph/Eramosa
 Kerri O’Kane, Clerk, Township of Centre Wellington
 Tim Schwartzentruer, Deputy CBO, Township of Mapleton
 Tammy Weir, Clerks Assistant

1. Call to Order

At 1:30pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Confirmation of Minutes

1/4/2024

Moved By: Gerald Townsend

Seconded By: Heather Small

That the Minutes from the September 5th, 2025, meeting, as amended, be approved.

Carried

4. Information Items

4.1 List of Planned Projects by Municipalities

4.1.1 Township of Mapleton - Kinettes Playground Replacement

2/4/24

Moved by: Bethany Parkinson

Seconded by: Robin Fletcher

That the presentation by the Drayton Kinettes be received for information; and

That the Chair discuss with the County of Wellington the Accessibility Incentive Funding Guidelines.

Carried

4.1.2 Township of Centre Wellington - New Operations Centre

3/4/24

Moved by: Bethany Parkinson

Seconded by: Robin Fletcher

That the presentation for the new Operations Centre be received for information.

Carried

4.2 Schedule of Annual Reporting

Staff were reminded to let the Joint Accessibility Advisory Committee know when they have future projects to bring forward.

5. **FADM Working Group Update and new Ontario Building Code**

4/4/2024

Moved By: Heather Small

Seconded By: Gerald Townsend

That redundancies lower than the Building Code of Ontario within the current FADM be removed once the Building Code of Ontario Legislation is updated, and

That the FADM Working Group be paused until the new Building Code of Ontario Legislation is released as of March 31, 2025. The working group will then work to produce a list of items to which the committee may want to exceed requirements of the Building Code and the AODA.

Carried

6. **Vacancies in Joint AAC Membership**

5/4/2024

Moved By: Robin Fletcher

Seconded By: Gerald Townsend

That the Joint Accessibility Advisory Committee request the Township of Puslinch and the Town of Erin advertise the vacancies for the Joint Accessibility Advisory Committee positions, and

That the Township of Puslinch and Town of Erin advise of the appointment of members to the Joint Accessibility Advisory Committee in Spring 2025.

Carried

7. **Items for Review and Comment**

7.1 Township of Wellington North Accessibility Incentive Application

6/4/2024

Moved By: Bethany Parkinson

Seconded By: Robin Fletcher

That the Accessibility Incentive Application received from the Township of Wellington North be received and the Committee approve the staff recommendation to grant the Township of Wellington North for \$10,000 for 2024.

Carried

8. Adjournment

At 2:38 pm, the Chair adjourned the meeting until February 6th, 2025, or at the call of the Chair.

Chair Matthew Bulmer
Accessibility Advisory Committee

JOINT FIRE SERVICES OVERSIGHT COMMITTEE

MEETING MINUTES

1. Meeting Details

- **Date**: Jan 9, 2025
- **Time**: 1:30pm
- **Participants**: Chris Harrow, Callise Loos, Marco Guidotti, Gregg Furtney, Jean Anderson, Brooke Lambert, Andy Lennox
- **Purpose**: Discuss firefighter wage proposals and wellness initiatives.



2. Agenda

- Review of firefighter wage increases.
- Discussion on wellness programs for firefighters.

3. Key Points

- Reviewed current firefighter wage policies and reviewed future wage policy
- A standard annual increase of 1.5% to 2% is suggested for future budgeting.
- A market check for volunteer firefighters will be conducted every three to five years.

Motion to accept wage proposal: Moved by Gregg Furtney, Seconded by Brooke Lambert.

Wellness initiatives include:

- Introduction of a fitness standard with a pin test for firefighters.
 - Development of a peer support app to facilitate mental health support.
 - Cancer prevention education sessions are being considered.
- Grants from OFM will be received for all departments and the funds will be used for extractors and extra bunker gear.

Next Meeting: Scheduled for March 2025.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-01-30

MEETING TYPE: Open

SUBMITTED BY: Chris Harrow, Fire Chief/Director Fire Services

REPORT #: FIRE 2025-002

REPORT TITLE: 2024 Fire Year in Review

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report 2025-002 being the 2024 Fire Year in Review for information.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

BACKGROUND

This report is our yearly review for Council's information. It contains call information, staffing information, fire prevention and training activities and other information of note from the fire department. It is intended to keep Council updated on what is occurring with the fire service.

ANALYSIS

In 2024, Wellington North Fire Services responded to more incidents than average. This caused an overage in our wage budget to the increased call volume. As in previous years, there is not a direct reason for the slight uptick. However, it is a trend we believe will continue in the future. We have been informed by our Paramedic counterparts that their call volume will increase by 50% over the next 10 years. This invariably will mean an increase in call volume for us as well.

The growth of our community will also have a factor on our call volume. The more we grow, the more the demands on our fire service will increase. We have had numerous calls in the newer parts of the community showing that we will expect to see an increase. We also can

see an increase with the more alarm systems and smoke alarms people put in their houses,⁰⁵⁶ which is great from a fire safety perspective, more false alarm activations will be received.

Our retention is still holding with firefighter numbers remaining steady. We have added some more recruits to the present class to fill some retirement positions but overall are in good shape. Our firefighter turnout numbers for incidents have been very strong in both communities, which is an improvement.

The partnership agreement is working out fantastic. With the increase in management team members with more expertise, we are finally able to see some projects to completion. It is also giving us the opportunity to work more closely with the firefighters and assist them more with their needs. Previously, with only 3 of us, we were stretched too thin and not able to see many projects completed.

Training and fire prevention are seeing some excellent work being carried out. We can follow up with properties after incidents more frequent to ensure the fire safety measures that were recommended are put into place. It also allows us to complete more inspections and move to a little more proactive basis. Training is being ramped up and we saw more 2 and 3 station practices occurring including stations from other departments practicing together with Minto stations. It is allowing us to work better together at scenes and implement the same skills across the board.

We were able to host numerous courses as well as send numerous people to courses either at our home station or one within the partnership. We are bringing a significant number of courses into our own stations so it makes it easier for our firefighters to complete them. All should put us in good shape to meet the mandatory certification deadline in 2026.

CONSULTATION

The entire management team was consulted and worked together to put this report together.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

2024 Year in Review PowerPoint

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How: Ensuring our firefighters are paid similarly to those surrounding us so they can know we support them and are ensuring they are compensated appropriately
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

Annual Report

2024



OUR MISSION IS TO **SAFEGUARD LIVES, PROPERTY, AND THE ENVIRONMENT THROUGH COMPASSIONATE EMERGENCY RESPONSE SERVICES.**

WE FOCUS ON FIRE PREVENTION, EDUCATION, AND COMMUNITY ENGAGEMENT TO ENSURE OUR COMMUNITIES ARE SAFE. THROUGH TRAINING AND COLLABORATION, WE AIM TO BE A **RESILIENT FORCE, SERVING WITH COURAGE, AND RESPECT.**

Our Mission...

OUR VISION IS TO **LEAD IN FIRE** AND EMERGENCY SERVICES BY USING ADVANCED TECHNOLOGIES AND INNOVATIVE PRACTICES. WE AIM TO FOSTER A CULTURE OF **CONTINUOUS IMPROVEMENT AND COLLABORATION**, INVESTING IN TRAINING AND EQUIPMENT TO ENHANCE SAFETY, EFFICIENCY, AND RESILIENCE FOR A SAFER FUTURE.

Our Vision...

Overview



- Call Statistics
- Division Statistics
- Major Projects
- Moving Forward



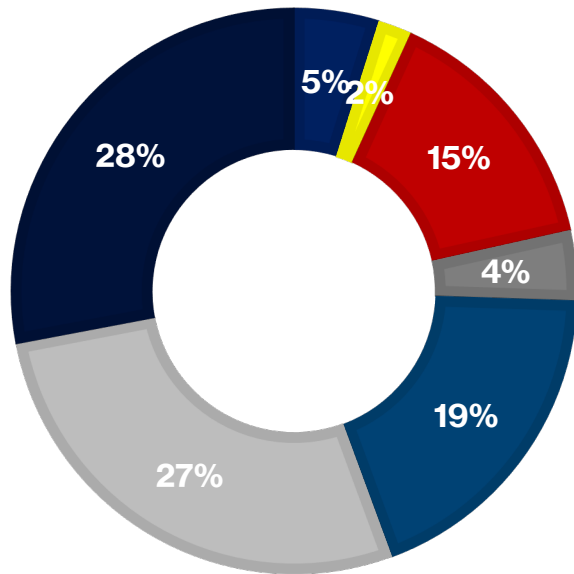
STATISTICS

Department Call Volumes & Top Fire Cause

Together

INCIDENTS

■ Fire ■ Outdoor No Loss ■ False Alarm ■ CO ■ MVC ■ Medical ■ Other



Total Incidents: 854

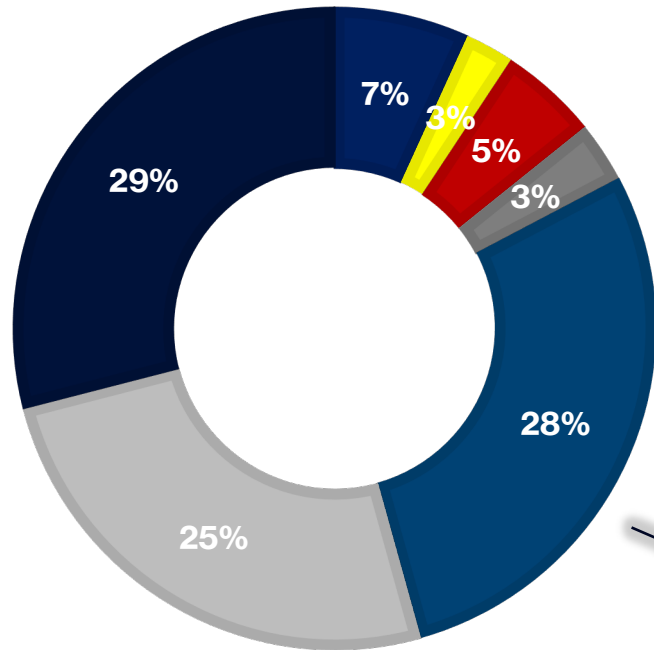
Top Causes:

1. Wood Burning Stove (4)
2. Small Cooking Appliance (2)

Mapleton Fire

INCIDENTS

■ Fire ■ No Outdoor Loss ■ False ■ CO ■ MVC ■ Medical ■ Other



Total Incidents: 162

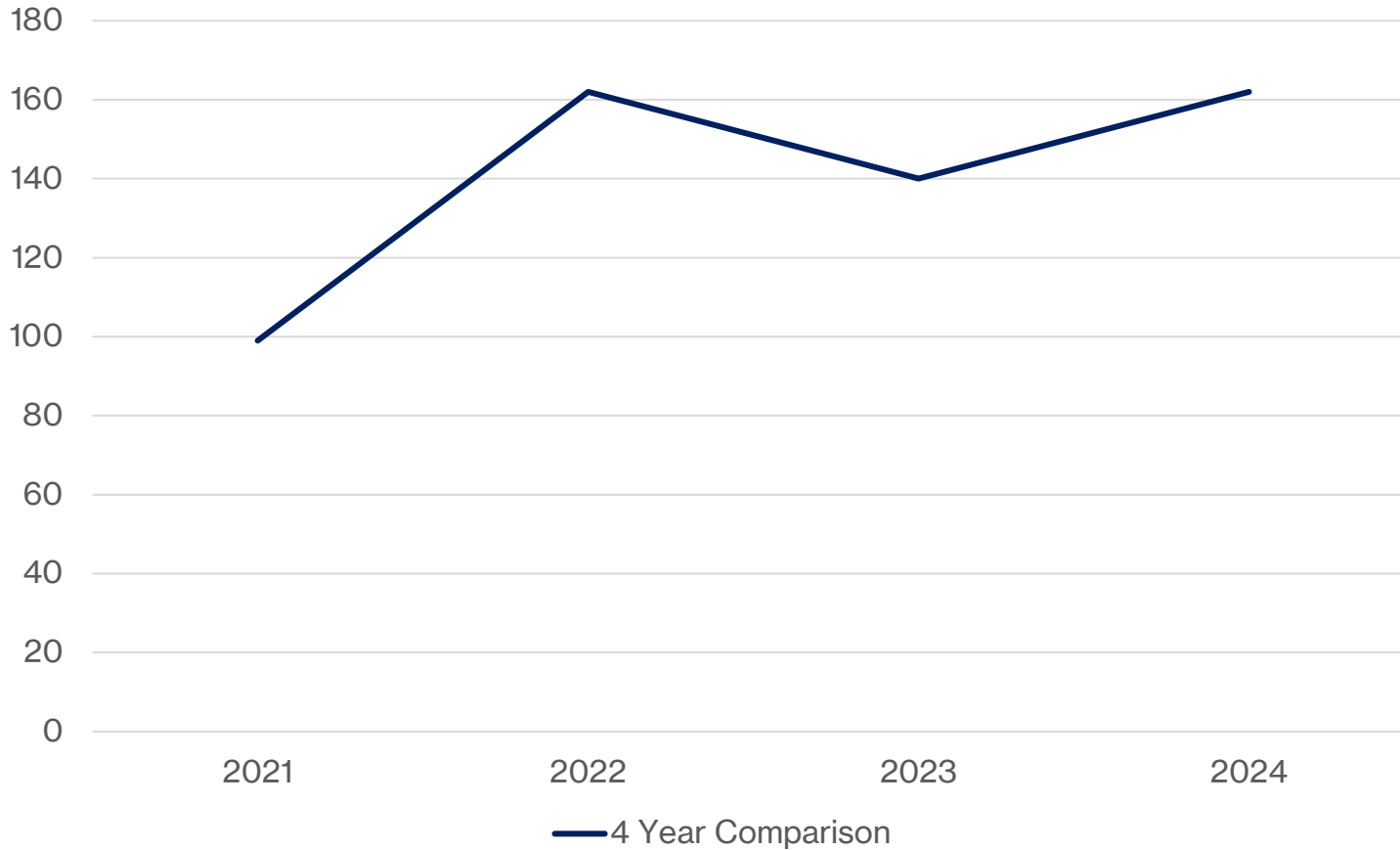
Top Causes:

- Wood Burning Stove (1)
- Chimney (1)
- Small Cooking Appliance (1)
- Power Lines (1)

82% of incidents are meeting the response time of 12 min with a crew of 4 personnel.

Mapleton Fire

4 Year Comparison



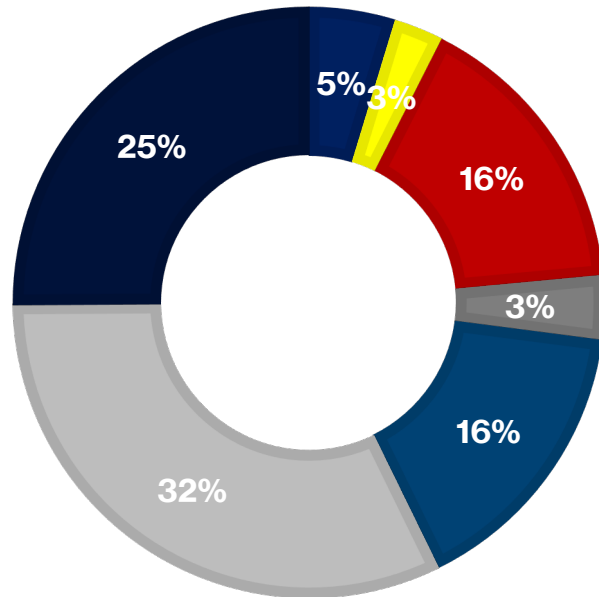
Projections:

- Population growth over the next five years will provide increases to call volumes.

Minto Fire

INCIDENTS

■ Fire ■ No Loss ■ False Fire ■ CO ■ MVC ■ Medical ■ Other



Total Incidents: 255

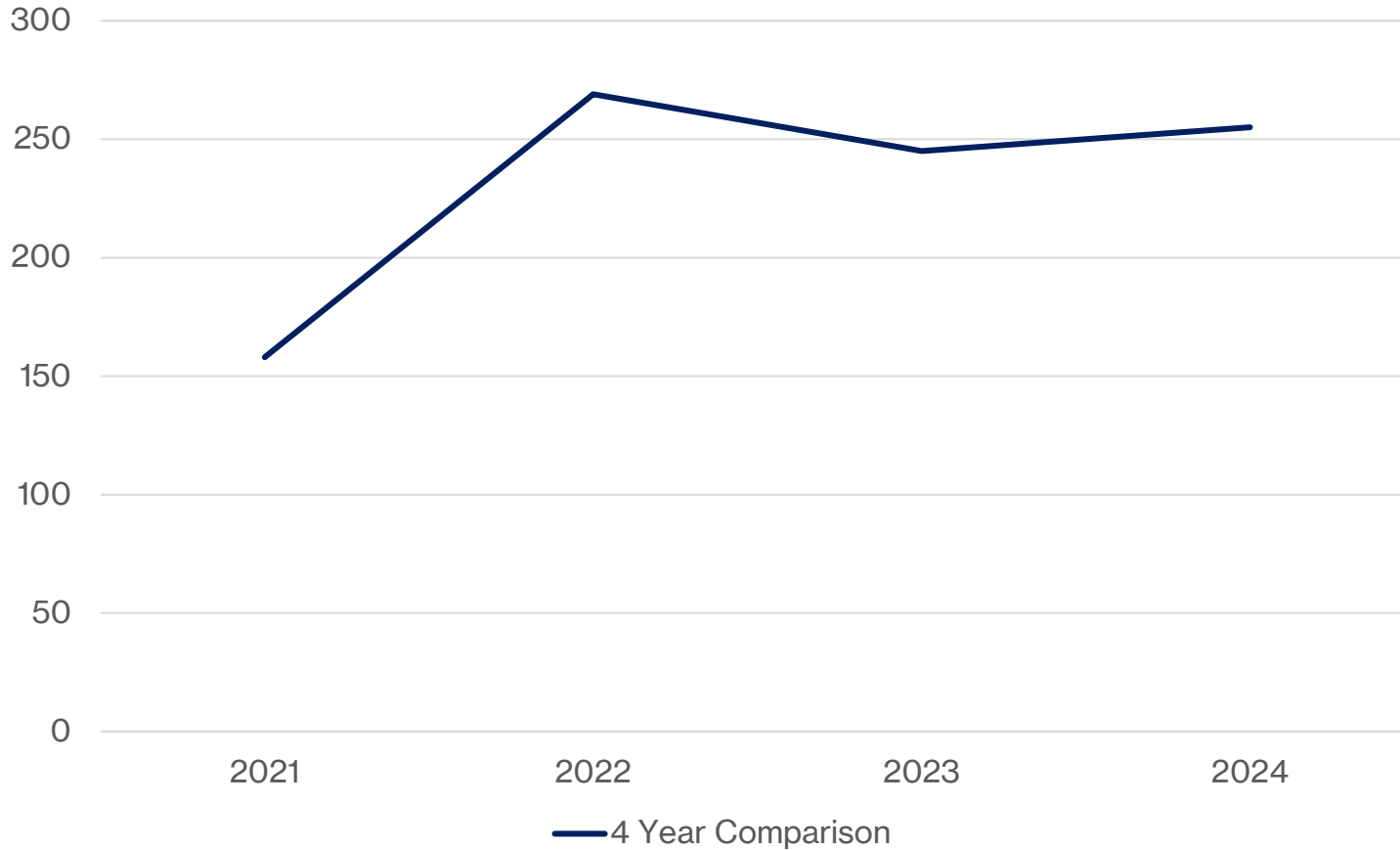
Top Causes:

- Clothes Dryer (1)
- Lighters (1)
- Air Fryer (1)
- Mechanical (1)
- Smoking (1)
- Space Heaters (1)
- Stove (1)

62% of incidents are meeting the response time of 8 min with a crew of 4 personnel.

Minto Fire

4 Year Comparison



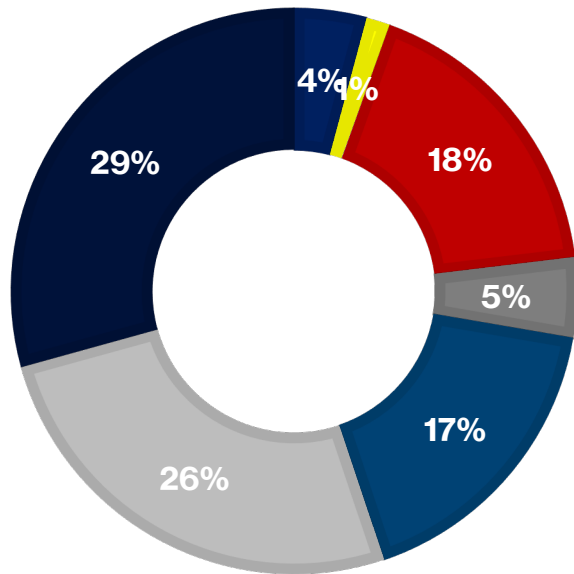
Projections:

- Population growth over the next five years will provide increases to call volumes.

Wellington North Fire Service

INCIDENTS

■ Fire ■ Outdoor No Loss ■ False Alarm ■ CO ■ MVC ■ Medical ■ Other



Total Incidents: 437

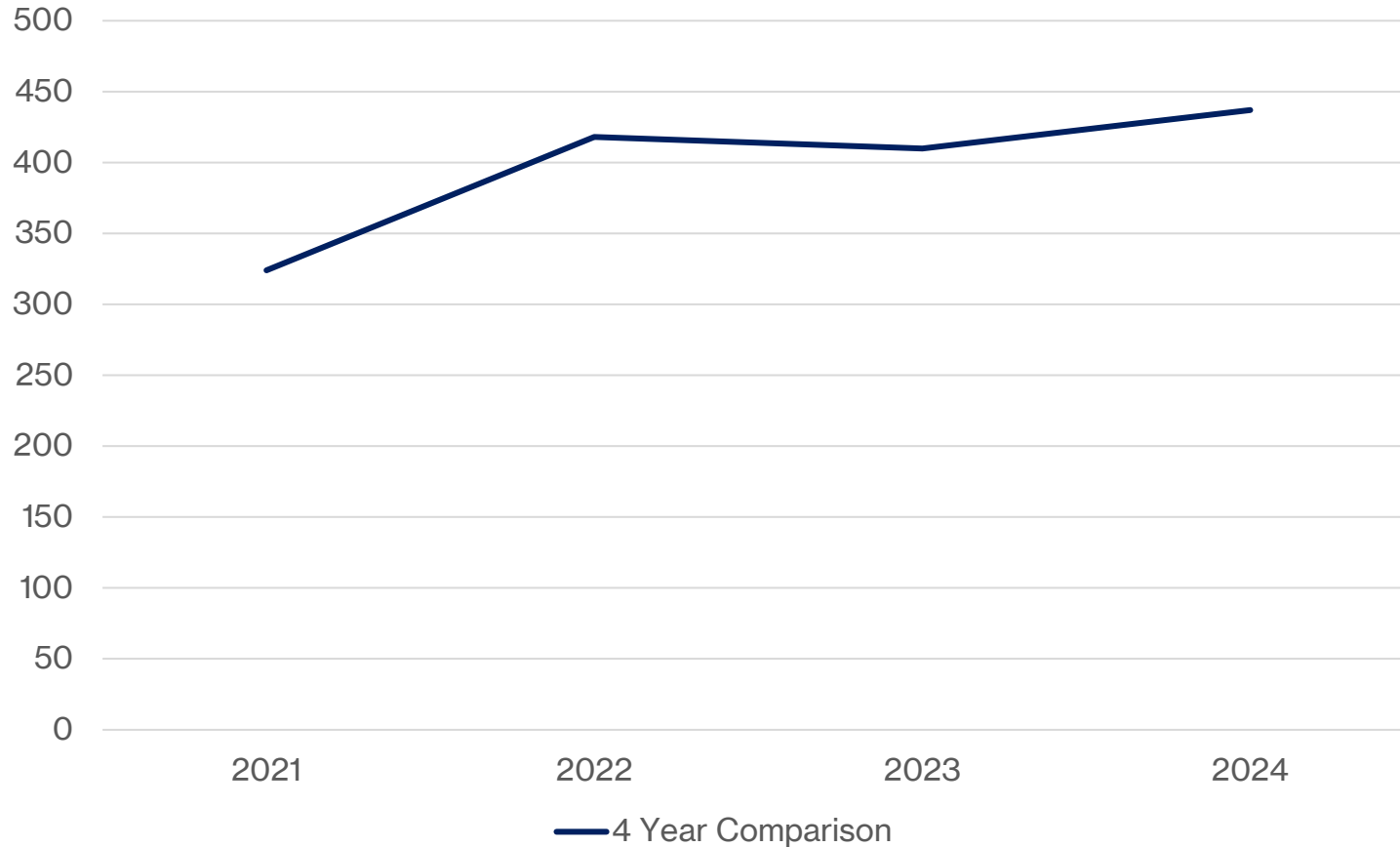
Top Causes:

- Stove (1)
- Wood Burning Stove (3)
- Circuit Wiring (2)

66% of incidents are meeting the response time of 14 min with a crew of 4 personnel.

Wellington North Fire Service

4 Year Comparison



Projections:

- Population growth over the next five years will provide increases to call volumes.



STATISTICS

Division Updates

Training

Total Training Sessions: 182 Training Sessions

- **Mapleton: 49 regular training, 1 multi-station practices for 50 total.**
- **Minto: 69 regular training, 5 multi-station practices for 74 total.**
- **Wellington North: 55 regular training, 3 multi-station practices for 58 total.**

Other Training

- **Pump Ops Course x2**
- **First Responder First Aid & CPR x3**
- **Electric Vehicle + Train the Trainer Auto Extrication**
- **Resilient Minds Course x2**
- **Effective Command Instructor Course**

Training



Human Resources

Recruitment

- **Mapleton added 3 new in 2024, and 6 new in 2025**
- **Wellington North added 11 new in 2024, and 9 new in 2025**
- **Minto added 7 new in 2024, and 0 new in 2025**

Promotions

- **2 new Captains in Minto**
- **2 new Training Officers, 4 new Captains, 2 new District Chiefs in Mapleton**
- **3 new Captains, 1 new District Chief in Wellington North**

Committee Meetings

- **9 Chief Meetings**
- **11 Officer Meetings**
- **3 Public Education Meetings**
- **21 Health & Safety Meetings**
- **4 Training Officer Meetings**

Fire Prevention

Total Inspections: 37

- **Mapleton: 10**
- **Wellington North: 30**
- **Minto: 40**

Complaints

- **Mapleton: 12**
- **Wellington North: 13**
- **Minto: 15**

Equipment

1. **New SCBA air packs and bottles for all three departments**
2. **Air fill stations for all three departments**
3. **New nozzles for front line pumpers in Minto and Wellington North**
4. **Hydrant bags with tools for Mapleton**

Truck Checks

- **52 truck check sessions per department as truck checks are completed weekly by a crew**



Public Education - Together



- **May 31, 2024**
- **600 Students from across schools in Minto & Wellington North**
- **Mapleton Schools will be invited in 2025**

Safe Kids Day

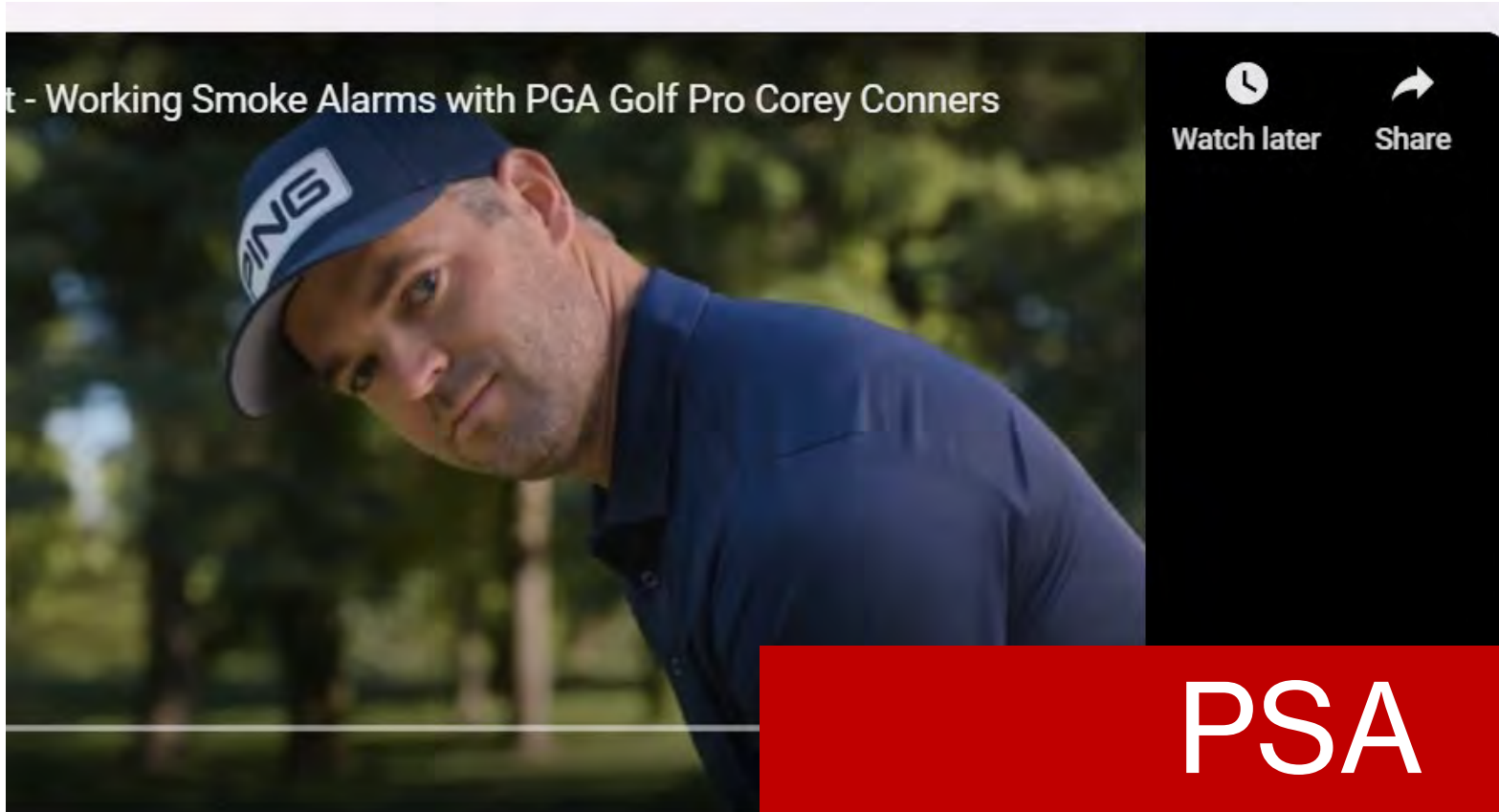
Public Education - Together



- **Colouring Contest**
- **Bingo Card Contest**
- **Photo Contest**

Contests

Public Education - Together



Public Education - Minto



- **Minto Fire**
 - **200 School Students**
 - **Boy Scouts**
 - **Building Bridges Day Program**

Station Tours

Public Education – Wellington North



- 240 School Students

Station Tours

Public Education - Mapleton



- 150 School Students
- 50 Homeschool Students

Station Tours

Public Education - Minto



- **Test Your Smoke Alarm Day**
 - Find the Golden Smoke Alarm Pizza Partnership
- **Fire Prevention Week**
 - Storytime with a Firefighter at local libraries
 - Test Your Smoke Alarm Photo Contest
- **Seniors Wellness Fair**
- **Owl's Nest Fire Safety Training**
- **Fire Extinguisher Training**
- **Daycamp Visits**

Community Outreach

Public Education - Mapleton



- **Test Your Smoke Alarm Day**
 - **Find the Golden Smoke Alarm Pizza Partnership**
- **Fire Prevention Week**
 - **Storytime with a Firefighter at local libraries**
 - **Test Your Smoke Alarm Photo Contest**
- **Alma Farm Safety Breakfast**
- **Daycamp Visits**
- **EmpowerHer Day**

Community Outreach

Public Education – Wellington North



- **Test Your Smoke Alarm Day**
 - Find the Golden Smoke Alarm Pizza Partnership
- **Fire Prevention Week**
 - Storytime with a Firefighter at local libraries
 - Test Your Smoke Alarm Photo Contest
- **Arthur Fall Fair, Mt. Forest Family Day**
- **Duck Races, Charity Hockey Game**
- **Arthur by the Fire, Newcomer's Reception**
- **Daycamp Visits,**
- **North Wellington Works Job Fair**

Community Outreach

Communications

FACEBOOK	MFR	MFD	WNFS
Views	108k	506.5k	94.5k
Page Visits	15.8k ↑ 376%	25k ↑ 103%	16.6k ↑ 106%
New Followers	228 ↑ 208%	347 ↑ 62%	294 ↑ 2.1%
Total Followers	1.2k	4.3k	1.8k



INSTAGRAM	MFR	MFD	WNFS
Views	18k	90k	32.3k
Page Visits	958 ↑ 100%	2.2k ↑ 246%	1.2k ↑ 142%
New Followers	144 ↑ 100%	166 ↑ 62%	158 ↑ 144%
Total Followers	322	1.5k	1k



Communications

X	MFR	MFD	WNFS
Views	36k	144k	45k
Total Followers	774	3.4K	1.1k



Most Popular Content - Minto



Yesterday, we lost a legend. With shatter...

Thu Dec 19, 7:34am

77K views 2.5K likes 314 shares 171 reposts



mfd-2023-01v2_public_service...

Fri Jun 28, 12:32pm

48.2K views 365 likes 22 shares 52 reposts



MFD on scene of power lines down...

Fri Dec 13, 12:27pm

47.3K views 33 likes 15 shares 24 reposts



Navy Blue for miles as we honour Captain...

Sat Dec 28, 12:11pm

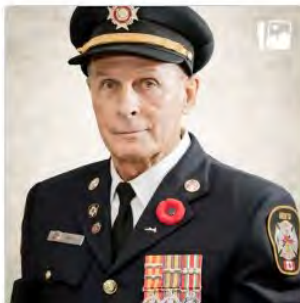
41.8K views 1.5K likes 61 shares 70 reposts



This holiday season, we're excited to shar...

Wed Dec 4, 8:31am

37.7K views 163 likes 2 shares 1 repost



Yesterday, we lost a legend. With shatter...

Thu Dec 19, 7:37am

27.2K views 562 likes 7 shares 126 reposts



Navy Blue for miles as we honour Captain...

Sat Dec 28, 12:11pm

6K views 202 likes 2 shares 21 reposts



This holiday season, we're excited to shar...

Wed Dec 18, 8:47am

1.6K views 43 likes 0 shares 2 reposts



"There can be no dedication to Canad...

Mon Nov 11, 9:27am

1.4K views 157 likes 1 share 2 reposts



This holiday season, we're excited to shar...

Wed Dec 4, 8:30am

1.2K views 65 likes 0 shares 0 reposts

Top performing posts highlight the personal side of our department, with firefighter tributes and family photos resonating most with our community.

Most Popular Content - Mapleton



Today, Deputy Chief Tom Wood will...

Tue Dec 31, 5:17am

11.6K views, 571 likes, 138 comments, 24 shares



Get ready, Mapleton! Turkey Bingo is back...

Fri Nov 1, 10:32am

7.3K views, 56 likes, 5 comments, 22 shares



The Mapleton Firefighter's Breakfa...

Tue Oct 15, 7:01am

6.2K views, 83 likes, 1 comment, 33 shares



Mapleton Fire is currently wrapping u...

Sun Dec 29, 11:06am

5.7K views, 140 likes, 6 comments, 9 shares



Fire Stations in Mapleton have...

Fri Dec 20, 2:22pm

4.1K views, 154 likes, 2 comments, 12 shares



Today marks the first day of December, an...

Sun Dec 1, 5:50am

902 views, 64 likes, 6 comments, 6 shares



Get ready, Mapleton! Turkey Bingo is back...

Fri Nov 1, 10:32am

815 views, 7 likes, 0 comments, 11 shares



Test Your Smoke Alarm Day is here!!...

Sat Sep 28, 7:00am

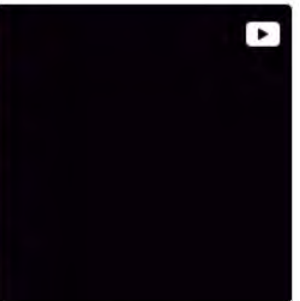
723 views, 4 likes, 0 comments, 2 shares



Today, Deputy Chief Tom Wood will...

Tue Dec 31, 5:17am

632 views, 90 likes, 8 comments, 4 shares



Coming in HOT!! We are excited to...

Fri Oct 25, 12:14pm

589 views, 30 likes, 0 comments, 0 shares

Top performing posts highlight the personal side of our department, with firefighter tributes and upcoming events resonating most with our community.

Most Popular Content – Wellington North



Fire Prevention Week
Upcoming Events

Storytime with a Firefighter
Drop in for a special story time and craft with a Wellington North Firefighter.

Arthur Library
Monday, October 7 10:30am
110 Charles St. E., Arthur

Mount Forest Library
Thursday, October 10 10:30am
116 Main St. N., Mount Forest

Mark your calendars. Wellington...

Thu Oct 3, 8:41am

10.9K 32
1 15

Exciting News for Wellington North Fir...

Mon Dec 9, 11:05am

8.1K 72
0 3

Free Car Seat and Booster Seat Clinic
MOUNT FOREST, ON
October 21st 10:00-1:30
Mount Forest Fire Station - 381 Main St N, Mount Forest
No appointment necessary, walk-ins or registration available. To register for a set time scan below QR code.

CPSAC

There will be a draw for door prizes for those who attend

Upcoming FREE Car Seat and Booster Se...

Mon Sep 30, 1:03pm

5.4K 12
0 11

MERRY CHRISTMAS
Wishing you a Christmas filled with the wonder of the season, and the warmth of family and friends.

Wishing you a Merry Christmas from all o...

Tue Dec 24, 7:01am

5.2K 83
13 2



"They shall grow not old, as we that are le..."

Mon Nov 11, 11:57am

1.1K 150
0 4

Exciting News for Wellington North Fir...

Mon Dec 9, 11:05am

1K 62
0 1

HOCKEY GAME
WNFS VS SH44
DECEMBER 28, 2024 | 2 pm
Arthur Community Centre

TOMORROW - Join us Sunday, December...

Sat Dec 28, 8:55am

839 24
0 4

Free Car Seat and Booster Seat Clinic
MOUNT FOREST, ON
October 21st 10:00-1:30
Mount Forest Fire Station - 381 Main St N, Mount Forest
No appointment necessary, walk-ins or registration available. To register for a set time scan below QR code.

CPSAC

There will be a draw for door prizes for those who attend

Upcoming FREE Car Seat and Booster Se...

Mon Sep 30, 1:03pm

747 8
0 8

Top performing posts include upcoming community events.

Major Projects Completed

- **Risk Assessments Completed**
- **Central Inventory Repository**
- **Organizational Stability**
- **Budget Alignments**
- **Major Recruitment Drives**
- **Policy Alignment for all 3 Departments**

Moving Forward 2025

- **Completion of Master Fire Plan Document**
- **25 Year Truck Plan Presented to Councils**
- **Wellness Initiatives Launched**
- **Cancer Prevention Programs Continued**
- **Response Protocols and GIS of Areas Completed**
- **SOG Alignment**
- **Effective Command Assurance Program**

QUESTIONS??





TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-02-10

MEETING TYPE: Open

SUBMITTED BY: Tammy Stevenson, Senior Project Manager

REPORT #: INF 2025-001

REPORT TITLE: INF 2025-001 Site Alteration and Fill By-Law

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-001 being a report on Site Alteration and Fill By-Law;

AND THAT Council adopt the Site Alteration and Fill By-law a copy of which is attached to this agenda;

AND FURTHER THAT Council direct staff to amend the fees and charges by-law associated with Site Alteration By-law fees to include:

- Site Alteration and Fill Application Fee (Inspection and review not included) \$2,000 plus \$10,000 deposit
- Site Alteration and Fill Application Fee (Major) (Inspection and review not included) \$5,000 plus \$20,000 deposit
- Site Alteration and Fill Application Fee (Brownfields) \$0 plus \$0 deposit
- Municipal Fee – Heavy Trucks Fill Movement \$2.00 per m³
- Renewal Fee \$500
- Revision Fee deducted from application deposit fee, Engineer fees +\$150
Administrative fee
- Consultant Engineer Fees (Administration and Inspections) deducted from Application Deposit Fee, Consultant fees +15% administrative fee
- Minimum 4 hour Township call-out time for grading gravel road surface Fee \$1,000 plus additional fees over 4 hours
- Minimum 4 hour Township call-out time to attend a vehicle accidents scene as requested by OPP Fee \$3,000 plus additional fees over 4 hours

AND FURTHER THAT the Mayor and Clerk are authorized to sign the by-law at the next meeting of Council.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

INF 2024-026 Site Alteration and Fill By-law

BACKGROUND

A draft Site Alteration and Fill By-law was presented to Council at the December 16, 2024, Council meeting. Council directed staff to expand on exemptions for normal farm practices and exemptions applicable to Brownfields rehabilitation.

ANALYSIS

Brownfields Exemptions

Brownfields, as defined by Ontario, is a property that are vacant or underutilized places where past industrial or commercial activities may have left contamination (chemical pollution) behind including factories, gas stations, waterfront properties (port lands) formerly used for industrial or commercial activities. If a brownfield property is being redeveloped for a new use, property owners and redevelopers must meet set requirements for:

- Assessing the environmental condition of a property through environmental site assessments
- Ensuring that the site meets the applicable site condition standards or standards specified in a risk assessment
- Submitting a record of site condition for filing in Ontario's Environmental Site Registry

Two (2) existing regulations are in place to address the concerns of site contamination:

- Ontario Regulation 153/04, Records of Site Condition, regulates the requirements to redevelop or revitalization of historically contaminated lands.
- Ontario Regulation 406/19, On-Site and Excess Soil Management, regulates the requirements for excess soil movement generated from construction activity. Requirements under this regulation are: soil sampling and characterization by a Qualified Person, tracking of excess soil (truck movement), and online record registry.

Brownfields are still required to apply for a Site Alteration and Fill Permit, however the fees will be waved to assist with reducing costs to rehabilitate the sites. A Permit will allow the Township to have record and due diligence of the site activities and ensure O.Reg. 153/04 and O.Reg. 406/19 are followed.

Normal Agricultural Practice Exemptions

A Site Alteration Permit is required for placement of fill that will alter the lands when the cumulative volume of fill meets the requirements in Sections 6.3.1 and 6.4.1 in the draft By-law. Normal agricultural practices such as planting, harvest and manure placement do not meet the intent of the Site Alteration and Fill By-law and are automatically exempt.

Import of sand bedding for animals is considered normal Farm Practice along with other trucking activities required to deliver goods to the farm property, ie. feed truck and milk truck. Sand bedding is only used inside the barn and once the sand bedding encounters animal manure it becomes an organic material. Placement of farm organic material on farmlands falls under normal agricultural practice. This does not apply to the Site Alteration and Fill By-law nor would a permit be required as the sand bedding is not placed directly on the lands in its native sand form.

Farm Lane Construction

Construction of laneways on farmlands could be considered as an exemption to allow farmers to access fields at the rear of their farm. The draft bylaw has included this in Section 5.1.m. to allow any work to construct or maintain a farm laneway located on lands zoned Agricultural.

Summary of Edits to the draft Site Alteration Bylaw Since Dec 16, 2024, Version

Addition:

- Definition of Brownfields and Normal Agricultural Practice.
- Section 5.1.m, Any work to construct or maintain a farm laneway located on lands zoned Agricultural.

Deletion:

- Section 6.3.1, The cumulative volume of Fill ~~over a two (2) year period.~~
- Section 6.4.1.a, The proposed cumulative volume of Fill ~~over a two (2) year period~~ exceeds or will exceed 10,000 cubic meters (1,000 truckloads):

CONSULTATION

Consultation with Township Solicitor and Consulting Engineer

Brooke Lambert, CAO

Dale Clark, Manager of Transportation Services

Karren Wallace, Director of Legislative Services/Clerk

FINANCIAL CONSIDERATIONS

Adopting the Site Alteration By-law will give developers and home builders a clear understanding of the fees associated with these activities on their lands. Fees include staff time associated with review of the application, site inspections, monthly monitoring and communication with the property owner or applicant.

Proposed fees that are collected will be placed into a Roads Reserve Account that will be used on infrastructure upgrades such as road base, road surface, culverts and bridges to support and rectify the damage caused by excess heavy trucks associated with the site alteration and fill activities.

Site Alteration Permit projected fees:

- Site Alteration Application Fee: \$2,000 + \$10,000 deposit
- Municipal Fee (Heavy Truck Fill Movement) = 2,000 X \$2.00 = \$4,000
- Total projected fees: **\$16,000**

Site Alteration (Major) Permit projected fees:

- Site Alteration Application Fee: \$5,000 + \$20,000 deposit
- Municipal Fee (Heavy Truck Fill Movement) = 10,000 X \$2.00 = \$20,000
- Total projected fees: **\$45,000**

ATTACHMENTS

Attachment 1: Draft Site Alteration and Fill By-law

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How: Provides clear understanding of requirements and cost to property owners, project stakeholders and the general public.

Respected Environment – Prioritize the stewardship of our lakes, rivers, and natural environment when making planning decisions pertaining to municipal growth and development.
- Deliver quality, efficient community services aligned with the Township’s mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

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

BY-LAW NUMBER XXX-2025

“SITE ALTERATION AND FILL BY-LAW”

BEING A BY-LAW TO PROHIBIT OR REGULATE THE ALTERATION OF PROPERTY THROUGH MOVEMENT OF FILL, PLACING OR DUMPING OF FILL, SOIL STRIPPING AND/OR ALTERATION TO THE GRADE OF LANDS WITHIN THE TOWNSHIP OF WELLINGTON NORTH.

WHEREAS Section 142 of the *Municipal Act, 2001*, S.O. 2001, C. 25 (the “*Municipal Act*”), as amended, provides that a Council of a local Municipality may pass By-laws to:

- (a) prohibit and/or regulate the placing or dumping of fill;
- (b) prohibit and/or regulate the removal of soil;
- (c) prohibit and/or regulate the alteration of the grade of the land;

AND WHEREAS Section 142 (2)(d) and (e) of the *Municipal Act* further provides that the Township may require that a permit be obtained for the placing or dumping of fill, or the alteration of the grade of land, and may impose conditions to a permit, including requiring the preparation of plans acceptable to the municipality relating to grading, filling or dumping, the removal of fill and/or the alteration of the grade of land;

AND WHEREAS Section 436 of the *Municipal Act* authorizes the Township to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out inspection to determine whether or not an order or condition is being complied with and require the production of documents and information as well as the collection of samples;

AND WHEREAS Section 23.1 of the *Municipal Act* authorizes the Township to delegate its powers to an officer, employee, or agent of a municipality;

AND WHEREAS Sections 8 through 11 of the *Municipal Act* authorize a municipality to pass by-laws in respect of the economic, social and environmental well-being of the municipality, the health, safety and well-being of persons and protection of persons and property.

AND WHEREAS Subsection 446 of the *Municipal Act* gives the Township the authority to direct or require a person to do a matter or, thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense. For these purposes, the Township may enter upon land at any reasonable time. The Township may recover the costs of doing a matter or, thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

AND WHEREAS Section 425 of the *Municipal Act* permits the Township to pass by-laws providing that any person who contravenes any by-law the Township passed under the *Municipal Act*, is guilty of an offence;

AND WHEREAS Section 426(4) of the *Municipal Act* deems that any person that hinders or obstructs or attempts to hinder or obstruct any Person who is exercising or performing a duty under this By-law created under the *Municipal Act* is guilty of an offence;

AND WHEREAS the Council of the Township deems it to be in the public interest to pass this by-law to regulate the alteration of property through the movement, placing, or dumping of fill, soil stripping and/or the alteration of the grade of land within the Township to ensure that:

- (a) Groundwater and surface water quality is maintained;
- (b) Existing drainage patterns, water courses and water bodies are maintained and protected;
- (c) Natural heritage features, landforms and archaeological resources are protected;
- (d) Adverse Effects are minimized;
- (e) The Township's zoning and other by-laws are respected;
- (f) Impacts to the Township's roads, Highways and infrastructure are minimized;
- (g) Disturbances and nuisance impacts to residents and businesses are minimized;
- (h) Costs and liabilities are borne by owners and persons who undertake Site Alteration within the Township; and,
- (i) Prevent the use and importation of hazardous materials and improper fill.

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

1.0 GENERAL

1.1 Short Title

This By-law may be referred to as the "Site Alteration By-Law".

1.2 Administration

This By-law applies to all Property in the geographical area within the Township, save and except any Property owned by the Township.

2.0 DEFINITIONS

In this By-Law:

“Adverse Effect” shall have the same meaning as in *the Environmental Protection Act*, R.S.O. 1990, c. E.19, including one or more of impairment of the quality of the natural environment for any use that can be made of it, injury or damage to property, plant or animal life, harm or material discomfort to any person, impairment of the safety of any person, rendering any property, plant or animal life unfit for human use, loss of enjoyment of normal use of property and interference with the normal conduct of business;

“Aggregate” has the same meaning as in the *Aggregate Resources Act*, R.S.O. 1990, c.A.8, as amended;

“Agriculture and agricultural” shall mean a use of land, building or structure for the purpose of animal husbandry, raising of livestock and other animals for food or fur including poultry, bee-keeping, fish, aqua-culture and dairy, the growing of field crops, vegetables, agro-forestry, forestry, fruit farming, sod farming, greenhouses and horticulture crops, pasturage, fallow, maple syrup production or any other farming use; and includes the growing, raising, packing, treating, storing, and sale of agricultural products produced on the premises but does not include an abattoir, a kennel or a rendering plant, commercial greenhouse and/or nursery or garden centre;

“Applicant” shall mean the Owner of a property and includes a person authorized in writing to act on behalf of the Owner of a property to apply for a permit;

“Beneficial Purpose” has the same meaning as in Ontario Regulation 406/19, and, for clarity, does not include deposit (temporary or final) of Excess Soil as the primary use of the Site, but includes the following:

- (a) backfill for an excavation carried out for the purposes of any form of development,
- (b) Final grading carried out for the purposes of any form of development,
- (c) Achieving the grade necessary for,
 - i. Any development,
 - ii. An undertaking related to infrastructure,
 - iii. Landscaping, or
 - iv. Another project governed by an instrument issued by a public body.
 - v. Placement of Fill to assist in the rehabilitation of the site;

“Brownfields” shall mean, a property that are vacant or underutilized places where past industrial or commercial activities may have left contamination (chemical pollution) behind including factories, gas stations, waterfront properties (port lands) formerly used for industrial or commercial activities. If a brownfield property is being redeveloped for a new use, property owners and redevelopers must meet set requirements for:

- a) Assessing the environmental condition of a property through environmental site assessments
- b) Ensuring that the site meets the applicable site condition standards or standards specified in a risk assessment
- c) Submitting a record of site condition for filing in Ontario’s Environmental Site Registry;

“Chief Building Official” shall mean, pursuant to the Ontario *Building Code Act*, 1992, S.O. 1992, c. 23, s 3(2) the Chief Building Official for the Township;

“Contaminant” means any solid, liquid, gas, odour, heat, sound, vibration, radiation or combination of any of them resulting directly or indirectly from human activities that causes or may cause an adverse effect;

“Conservation Authority” shall mean the Grand River Conservation Authority, Saugeen Valley Conservation Authority or Maitland Valley Conservation Authority, as applicable, or their successors;

“Drainage” shall mean the movement of surface water to a place of disposal, whether by way of the natural characteristics of the ground surface or by an artificial method;

“Dump, Dumped or Dumping” shall mean the depositing of Fill in a location other than where the Fill was obtained and includes the movement or depositing of Fill from one location on Lands to another location on the same Lands or to a separate Property;

“Erosion” shall mean the detachment and movement of Soil, sediment or rock fragments by water, wind, ice, gravity or ground movement;

“Erosion and Dust Control” means measures to control erosion and dust generated as part of the Site Alteration to the satisfaction of the Township;

“Excavate, Excavation or Excavating” shall mean activities on Lands resulting in the removal of Soil;

“Excess Soil” has the same meaning as in Ontario Regulations 406/19;

“Excess Soil Quality Standards” means Part II of the Rules for Soil Management and Excess Soil Quality Standards, as amended, and adopted by reference in Ontario Regulations 406/19;

“Existing Grade” shall mean the elevation of the existing ground surface of Land and the abutting ground surface of Land up to three (3) metres beyond, except that where placing or dumping of Fill has occurred in contravention of this By-Law, existing grade shall mean the ground surface of the Lands as it existed prior to the placing or dumping of Fill;

“Fill” shall mean any type of material that can be removed from or deposited on Land and without limiting the generality of the foregoing, and includes Soil, liquid soil, stone, concrete, other types of aggregates, sod or turf either singly or in combination;

“Final or Finished Grade” shall mean the elevation of the ground surface of Lands upon which Fill has been placed or removed in accordance with this By-law;

“Grade” shall mean existing grade, proposed grade or finished grade;

“Inspector” shall mean, pursuant to the Ontario *Building Code Act, 1992*, S.O. 1992, c. 23, s 3(2) an Inspector for the Township and includes the Chief Building Official;

“Land” or “Lands” shall mean all land, including all buildings and structures situated on the land that is within the Township including a parcel of land, described in a deed or other document legally capable of conveying land, or shown as a lot or lots or block in a registered plan of subdivision, including public road allowances and Township owned lands;

“Liquid Soil” has the same meaning as in Ontario Regulation 406/19;

“Normal Agriculture Practice” means a practice that:

- a) Is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or
- b) Makes use of innovative technology in a manner consistent with proper advanced farm management practices.;

“Officer” shall mean the Chief Administrative Officer and any person designated by a By-law of the Township to issue permits and impose conditions under this By-law or to enforce this By-law;

“Owner” shall mean the registered owner of any Land which is to be re-graded or on which Fill is proposed to be removed, placed or Dumped, as well as any person, firm or corporation managing or controlling such Lands;

“Placing, Place or Placed” shall mean the distribution of Fill on Lands to establish a grade different from the existing grade;

“Ponding” shall mean the accumulation of surface water in an area not having

drainage or where the lack of drainage is caused by placing or dumping of Fill, altering of grade or removal of Fill;

“Property” shall have the same definition as Land or Lands;

“Proposed Grade” shall mean the intended ground surface elevation of Lands upon which Fill is proposed to be placed in accordance with this By-Law;

“Qualified Person” shall mean a person who meets the qualifications as set out in section 5 or 6 of Ontario Regulation 153/04.

“Quality Assurance/Quality Control Program” shall mean a program that is designed to meet the requirements of quality assurance and quality control program under Ontario Regulation 153/04.

“Removal, Remove, or Removed” shall mean the moving of Fill from Land;

“Retaining Wall” shall mean a wall designed to contain and support Fill which has a grade higher than that of adjacent Lands;

“Sediment Control” means a recognized engineering practice to control the movement of eroded soils from a disturbed area;

“Site” shall mean a parcel or parcels of Land altered or proposed to be altered by means of a Site Alteration;

“Site Alteration” shall mean any modification of the grade of Lands through the dumping, placing, grading, removing or excavating of Fill or Soil;

“Soil” has the same meaning as in Ontario Regulation 406/19;

“Stabilization” shall mean ensuring that the finished grade surface is protected by sod, turf, seeding for grass, greenery, or other means, either singly or in combination, to the Township;

“Swale” shall mean a shallow depression in the ground sloping to a place of disposal of surface water for the purpose of providing a method of drainage;

“Topsoil” shall mean those horizons in a soil profile, commonly known as the “O” and “A” horizons, containing organic material and includes deposits of partially decomposed organic matter such as peat. *Municipal Act*, section 142 (1);

“Township” shall mean The Corporation of the Township of Wellington North;

3.0 APPLICATION OF BY-LAW

3.1 This By-Law applies to all Land or Lands within the Township and other than those

areas which are subject to regulations made under Section 28 of the *Conservation Authorities Act* respecting the placing or dumping of Fill, removal of topsoil or alteration of the grade of Land.

4.0 SITE ALTERATION PROHIBITED

4.1 No person shall conduct, undertake, cause, permit or carry out a Site Alteration on any Property or Lands within the Township including the importation or exportation of Fill and Soil except in compliance with the following:

- (a) a permit has been issued under Section 6.0 of this By-law;
- (b) an exemption applies under Section 5.0 of this By-law;
- (c) the Township Zoning By-law;
- (d) the Township Noise By-law;
- (e) the Township Property Standards By-law;
- (f) the requirements of a conservation authority with jurisdiction; and,
- (g) all other applicable statutes, regulations, policies, and by-laws, including but not limited to Ontario Regulation 406/19, Regulation 347 and the Rules for Soil Management and Excess Soil Quality Standards.

4.2 The prohibition against Site Alteration in Section 4.1 shall include the removal of topsoil for sale, exchange or other disposition.

4.3 No Fill shall be placed or dumped on any Lands for storage purposes unless it is permitted by:

- (a) the applicable Zoning By-Law of the Township; and,
- (b) a written Agreement between the Owner and the Township.

4.4 Any person who undertakes or engages in any Site Alteration or permits Site Alteration not in compliance with this By-law is guilty of an offence.

4.5 Compliance with this By-law does not relieve a person from any responsibility to obtain all other approvals required by any other government agency or authority, or compliance with any other applicable law, with respect to any action covered by this By-law.

5.0 EXEMPTIONS

5.1 Notwithstanding Section 3 of this By-law, the following are exempted from this By-law:

- (a) Activities exempted or prescribed by Federal or Provincial Act or regulation pursuant to Section 14 of the *Municipal Act*,
- (b) Activities or matters undertaken by the Township or a local board of the Township; The County of Wellington; a Conservation Authority; the provincial government; or the federal government, as relates to Lands owned by them in the Township or activities currently under exemption, related but not limited to the establishment or maintenance of utilities and services, municipal infrastructure, roads, bridges, culverts, flood and erosion control facilities, walkways, bicycle paths, fences, retaining walls, parkland, steps and lighting (*Municipal Act*, Section 142 (5)(a));
- (c) Site Alteration undertaken as a condition to the approval of a site plan, a plan of subdivision or a consent under Sections 41, 51, or 53, respectively, of the *Planning Act* or as a requirement of a site plan agreement, subdivision agreement, pre-servicing agreement or Site Alteration agreement entered into under those sections; (*Municipal Act*, Section 142 (5) (b));

- (d) Site Alteration undertaken as a condition to a development permit authorized by regulation made under Section 70.2 of the *Planning Act* or as a requirement of an agreement entered into under that regulation; (*Municipal Act*, Section 142 (5) (c));
- (e) Site Alteration undertaken by a transmitter or distributor, as those terms are defined in Section 2 of the *Electricity Act*, 1998, for the purpose of constructing or maintaining a transmission system or a distribution system, as those terms as defined in that section; (*Municipal Act*, Section 142 (5)(d));
- (f) Site Alteration undertaken on Land described in a license for a pit or quarry or a permit for a wayside pit or wayside quarry issued under the *Aggregate Resources Act*; (*Municipal Act*, Section 142 (5) (e));
- (g) Site Alteration undertaken on Land in order to lawfully establish and operate or enlarge any pit or quarry on Land that has not been designated under the *Aggregate Resources Act* or a predecessor of that *Act*, and on which a pit or quarry is a permitted Land use under a By-Law passed under Section 34 of the *Planning Act*. (*Municipal Act*, Section 142 (5)(f));
- (h) Site Alteration undertaken as an incidental part of drain construction under the *Drainage Act* or the *Tile Drainage Act*; (*Municipal Act*, Section 142 (5)(g));
- (i) The construction, extension, alteration, maintenance or operation of works under Section 28 of the *Public Transportation and Highway Improvement Act*, R.S.O. 1990 c. P.50, as amended;
- (j) Site Alteration undertaken where a building permit has been issued or an order, directive or other requirement by an *inspector* has been made pursuant to the *Ontario Building Code Act*, 1992, S.O. 1992, c. 23, s 8(1), s12(2);
- (k) Any work constituting the tillage of Land pursuant to normal agricultural practices in accordance with the Ministry of Agriculture, Food and Rural Affairs by a bona fide farmer on Lands for which agricultural activities are lawfully permitted;
- (l) The removal of topsoil as an incidental part of a normal agricultural practice including such removal as an incidental part of sod-farming, greenhouse operations and nurseries for horticultural products (*Municipal Act*, Section 142 (6));
- (m) Any work to construct or maintain a farm laneway located on lands zoned Agricultural;
- (n) The removal of topsoil as an incidental part of a normal agricultural practice does not include the removal of topsoil for sale, exchange or other disposition; (*Municipal Act*, Section 142 (7)); and,

- (o) Site Alteration for any work where Fill is placed or dumped on Lands (any one Property) for the purpose of lawn dressing, constructing a fence, pool or other accessory structure, landscaping or adding to flower beds or vegetable gardens, in an excavation to the elevation of existing grade following the demolition or removal of a building or structure provided that:
- i) the quantity of Fill does not exceed 100 cubic meters (10 truck loads) within a 12-month period;
 - ii) all other provisions of this By-law are met;
 - iii) there is no alteration to the volume, direction, intensity or form of storm water drainage patterns or cause or may cause an adverse effect on adjacent properties;
 - iv) excavation of Fill having no adverse effects on trees, ground cover, vegetation, watercourses, or stormwater swales and not altering or creating a slope at greater than 8%; and,
 - v) minor landscaping works which are at least 0.3 metres from any property line and do not impact Drainage patterns or cause or may cause an Adverse Effect on neighboring properties.

6.0 APPLICATION FOR PERMIT

6.1.1 No person shall alter a site, remove, place or dump Fill, or cause Fill to be placed or dumped unless a permit is issued pursuant to Section 6.0 of this By-law or the alteration is exempt in accordance with Section 5.0 of this By-law.

6.1.2 No Site Alteration can be divided into two or more Site Alterations for the purpose of avoiding the need to apply for any permit pursuant to this By-law.

6.2 Site Alteration Permit Requirements

The following requirements apply to applications for a permit under Section 6.1 of this By-law:

6.2.1 A complete application in the form prescribed by the Township shall be submitted to the Officer, along with any applicable fee prescribed by the Township fees and charges By-law.

6.2.2 The Owner shall be responsible for any third-party costs and recoveries if an external review is required as determined by the Officer. The third-party cost may be drawn from any deposit provided for under this By-law or any agreement entered into pursuant to this By-law.

6.2.3 Confirmation from the Owner must be submitted confirming that they will be responsible for all activities associated with the Site Alteration and at all times while activities are taking place

6.2.4 Additional conditions may be included in the permit as determined by the Township.

- 6.2.5** All required permits or approvals by any external agency having jurisdiction are required, including but not limited to a Conservation Authority, Wellington Source Water Protection, and the County of Wellington.
- 6.2.6** Submission of an approved haul route including road maintenance obligations for the importation of Fill to or for the removal of Fill from the Property.
- 6.2.7** A site plan prepared by a professional engineer or Ontario Land Surveyor illustrating the following:
- (a) Lot lines showing the boundaries of the Lands subject to the application and existing features such as buildings, laneways, trees, hydro poles, etc, as well as municipal address and legal description;
 - (b) Existing grades of the Lands to accurately describe the topography of the Lands, shown every 0.5 m, where Fill is to be placed including drainage patterns, watercourses, ditches, vegetation, trees and other physical features impacted by the application;
 - (c) Final Finished Grades including the limits of all Fill to be placed on the subject Lands as well as final drainage patterns, trees and vegetation to be removed and replanted upon completion of the work described in the application;
 - (d) Erosion and sediment control and location of temporary topsoil stockpile;
 - (e) Description of the volume of Fill within title blocks in cubic meters, and the area of Land to be subject to Fill placement or removal;
 - (f) Details of mitigation measures to protect sensitive areas on and off site including but not limited to erosion control, surface protection and similar, to ensure no adverse effects on or off the subject Lands;
 - (g) Any other information requested by the Township.
- 6.2.8** A justification report prepared by a Qualified Person (a “**Justification Report**”) outlining in detail the following information:
- (a) The reason or need for the Fill to be placed or Site Alteration proposed under the application.
 - (b) The origin and composition of the Fill to be placed or altered including laboratory analysis and verification that the Fill complies with the applicable standards set in the *Environmental Protection Act* and Ontario Regulation 406/19.

- (c) The work schedule confirming no on-site activity will occur between the hours of 7:00pm and 7:00am, or on any Saturday, Sunday or Statutory Holiday.
- (d) Mitigation measures including but not limited to procedures for use during wind warnings or other weather events identified by Environmental Canada including thunderstorms, flooding or other conditions that could cause an adverse effect.
- (f) An estimate of the cost of remediation work needed to restore the subject Lands to a condition suitable for the Lands and area, and a quality control and assurance program.
- (e) Dust and erosion control measures.
- (f) A haul route for Township's review and approval including:
 - i. A map showing the proposed haul route indicating any barricades or signs; and,
 - ii. The date(s) and time(s) that the haul route will be utilized.

6.2.9 The Owner shall provide the Township with an all-hours, all-days, accessible phone number where Township staff can directly reach the Applicant to address any Highway activity concerns.

6.2.10 The Owner shall provide a security plan of the Site Alteration Property to be approved by the Officer.

6.2.11 The Owner shall provide the Township security as follows:

- (a) In a form acceptable to the Township equal to the sum of the estimate provided in Section 6.2.8(e) of this By-law and the applicable road damage security deposit as shown in the Township's current Fees and Charges By-law.
- (b) The security will be confirmed by the Township in the agreement to be executed between the parties pursuant to Section 6.3.6 of this By-law.
- (c) The security deposit shall be replenished in full by the Owner within 30 days of it being drawn on by the Township.
- (d) If the permit expires or is revoked, the security is to remain in effect until the Lands are restored to a condition acceptable to the Township.

- (e) The security may be used to remedy any breach of this By-law, a permit under this By-law, or an agreement entered into pursuant to this By-law, and may be drawn on by the Township at its sole discretion, and, without limiting the generality of the foregoing, such security may be used to return the Land to a condition satisfactory to the Officer and to pay any outstanding amounts owed by the Owner that relate to the permit.

6.2.12 Where the Site Alteration will involve the importation of Fill from off-site, documentation is to be provided to the Township to the satisfaction of the Officer including but not limited to:

- (a) The volume of Fill being imported from off-site in cubic metres;
- (b) Documentation that the Fill complies with the parameters as set out in Section 6.0 of this By-law;
- (c) Documentation pertaining to the collection and laboratory analysis of samples of the Fill;
- (d) Documentation setting out the evaluation of the Fill sample results;
- (e) Documentation providing compliance with Quality Control and Quality Assurance Program;
- (f) Source site confirmation;
- (g) A Justification Report prepared by a Qualified Person is required to be submitted demonstrating the need for the proposed volume of Fill being imported to the site; and,
- (h) Documentation demonstrating that the proposed Site Alteration meets the definition of Beneficial Purpose.

6.2.13 If site-specific standards for Soil quality acceptance have been developed using the MECP's BRAT, a copy of the BRAT model input and output and a signed statement by the Qualified Person that prepared the BRAT model must be submitted.

6.2.14 If site-specific standards for Soil quality acceptance have been developed using a risk assessment pursuant to the requirements in the Rules for Soil Management and Excess Soil Quality Standards, a copy of the risk assessment and a signed statement by the Qualified Person that prepared the risk assessment model must be submitted.

6.2.15 A Site Alteration and Fill Management Plan prepared by a Qualified Person.

6.3 Site Alteration Permit

In addition to the requirements under Section 6.2 of this bylaw, the following outlines the general factors to be considered by the Township when determining whether a permit may be issued pursuant to Section 6.1:

6.3.1 The cumulative volume of Fill:

- i) Exceeds 2,000 cubic meters (200 truckloads);
- ii) Change in grade is 2.0 meters or less above or below existing grade;
- iii) Does not alter more than 5 hectares in area of the subject Lands; or,
- iv) Does not alter more than 25% of the total area of the subject Lands.

6.3.2 The Justification Report required in Section 6.2.8 is complete and upon analysis by the Township contains sufficient information to ensure the proposed Site Alteration will have no Adverse Effect on the subject or surrounding Lands and will otherwise comply with this By-law.

6.3.3 The Township has provided thirty (30) days written notice to owners of Land within 120 meters of the subject Lands describing the Lands subject to the proposed application for Site Alteration, where additional information can be obtained on the Township website, or in the municipal office, and the date the Township intends to issue a permit under Section 6.5.

6.3.4 The Township at its sole discretion may, at the expense of the Owner, engage a Qualified Person to peer review any Justification Report provided under Section 6.2.8. The cost of any such peer review may be drawn from any deposit provided for under this By-law or any agreement entered into pursuant to this By-law.

6.3.5 The minimum standards outlined in Section 7.0 of this By-law are met.

6.3.6 An agreement shall be executed between the Owner of the Lands subject to Fill or Site Alteration, such other persons as the Township may reasonably require, including an Applicant, security holder or other interest holder, and the Township prescribing, among other matters, required work under the applicable permit, completion date, terms regarding security required under this By-law and other issues of compliance and performance applicable under the Agreement. The Agreement may, at the sole discretion of the Township, be registered on title and, in the event of registration, shall be released from title upon successful completion of all required work as outlined in the permit and at the direction of the Officer. The requirements of an agreement under this By-law may include the following:

- (a) Road maintenance obligations, such that any highway or roadway utilized for purposes of the Site Alteration be maintained in a dust/silt/mud/rock free condition and maintained in a good state of repair, free from ruts, potholes, mud-tracking, loose debris, etc. and otherwise to the satisfaction of the Township.

- (b) When Site Alteration occurs at a property fronting a gravel surface road, or includes gravel surface roads in the haul route, considerations for extra maintenance effort to maintain the roadway to the Satisfaction of the Township.
- (c) The utilization of a street-sweeper or equivalent on a daily basis to clean the haul route of any tracked debris and regular monitoring for any larger foreign objects.
- (d) That the Township may require additional sweeping depending on Site Alteration operations and construction material tracking on road.
- (e) An acknowledgement that the Owner is responsible for the cost associated to undertake any road repairs or maintenance, including any call out time for Township staff and associated equipment and materials.
- (f) That the Township shall be entitled to recover its costs, and to draw on any deposit provided for that purpose, in respect of:
 - i. Administering this By-law;
 - ii. Road repairs and other maintenance projects related to or caused by the Site Alteration; and,
 - iii. Engagement of lawyers, engineers, hydrologists, environmental consultants, arborists, landscapers or any other consultant that the Township considers reasonable in order to evaluate studies and/or agreements and to provide assistance to the Officer throughout the Site Alteration process, including, but not limited to, peer review, quality control/assurance, inspection, sampling, borehole testing and operational compliance review.
- (g) That, in the event the Township draws on any such deposit, that such deposit shall be replenished within thirty (30) days.
- (h) That the Township shall be entitled to require the provision of further security in the event of any change in circumstances that reasonably requires the provision of further security.
- (i) That the Owner indemnifies the Township for any liability, costs, damages or losses incurred directly or indirectly caused by the issuance of a permit or signing of a Site Alteration Agreement and to provide Insurance, if deemed necessary, to the satisfaction of the Township.

6.4 Major Site Alteration Permit

6.4.1 An application shall be considered an application for a “**Major Site Alteration Permit**” where:

- (a) the proposed cumulative volume of Fill exceeds or will exceed 10,000 cubic meters (1,000 truckloads);
- (b) the proposed change in grade is 3.0 meters or less above or below existing grade; or,
- (c) the proposed Site Alteration area is greater than 1 hectare in Land size.

6.4.2 Applications for a Major Site Alteration Permit shall be referred to Township Council and the decision as to whether a Major Site Alteration Permit shall be issued shall be made by Township Council and shall not be made by an Officer. Notwithstanding the foregoing, all other provisions of this By-law shall apply to an application for a Major Site Alteration Permit.

6.5 Approval and Refusal of Permit

6.5.1 The decision process for a Site Alteration permit is as follows:

- (a) Once a complete application has been received, all property owners within a 120-meter radius of the subject Property shall be notified by regular mail to the person last shown as owner on the last revised assessment roll of the Township of the details of the proposed Site Alteration;
- (b) All Site Alteration Applications shall be subject to a 30-day comment period commencing when notification is sent pursuant to Sections 6.3 and 6.5 of this By-law;
- (c) All Site Alteration Applications shall be subject to a staff review of public comments received which may form part of the Site Alteration Agreement and may include conditions not described in this By-law;
- (d) A legal agreement in accordance with Section 6.3.6 shall be executed, which may be registered on title and released from title upon successful completion of all required work as outlined in the permit and at the direction of the Township;
- (e) Security shall be provided to the Township in a form and amount to be determined in accordance with this By-law and the Township’s current Fees and Charges by-law;

- (f) The Site Alteration permit shall be provided to the Owner by the Township in writing and posted on the Township website; and,
- (g) The Officer may require that a Site Alteration Application other than a Major Site Alteration application be considered by the Council prior to final approval.

6.5.2 The Officer or Council shall issue a permit to any person who meets the requirements of this By-law, except where:

- (a) the past conduct of the Owner or Applicant, including the past failure to comply with applicable laws, affords the Officer or Council reasonable grounds to believe that the Owner or Applicant will not carry out the Site Alteration in accordance with this By-law or any applicable laws;
- (b) the Officer or Council reasonably believes that the issuing of a permit to the Applicant might be adverse to the public interest;
- (c) the Property subject to the application is located within an environmentally sensitive area;
- (d) the Property is subject to any order made pursuant to:
 - i. any Township by-law;
 - ii. the *Building Code Act, 1992*, or any regulations made under it;
 - iii. the *Fire Protection and Prevention Act, 1997*, or any regulations made under it.
- (e) the Property is not in compliance with the Township's Zoning by-law;
- (f) the Owner or Applicant is indebted to the Township by way of fines, penalties, judgements or outstanding property taxes; or,
- (g) the proposed Site Alteration will likely result in adverse effects either to the Property or the surrounding area.

6.5.3 If the Applicant's permit application is refused, the Applicant shall be informed in writing of the reasons for the refusal.

6.5.4 The application may be reconsidered, if additional information or documentation required by the Officer is submitted by the Applicant.

7.0 MINIMUM STANDARDS

7.1 Every person who places or dumps Fill, or causes Fill to be placed or dumped, or alters the grade of Land, including removal of Fill, shall:

- (a) notify the Township Infrastructure Services within forty-eight hours of commencing such activity.
- (b) construct a Retaining Wall if required by an Officer, if the existing or finished grade at a property line involves a slope steeper than 3:1, which shall be constructed to the satisfaction of the Township and which does not encroach upon abutting Lands, either above or below existing or finished grade, and which is not so high as to have a significant negative impact on abutting and other Lands; Officer may require that a retaining wall be constructed where:
 - i. erosion of Fill on to abutting Lands may occur; or,
 - ii. the existing or finished grade of the Lands at the property line is higher than that of the existing or finished grade of the abutting Lands.
- (c) ensure that the finished grade surface is protected by sod, turf, seeding of grass, greenery, asphalt, concrete or such other material as an Officer may approve, either singly or in combination;
- (d) ensure that the Fill is not placed around the perimeter of any existing building to an elevation higher than the elevation specified by the Ontario Building Code below the top of foundation of such building, unless such building and its foundation walls are altered in a manner satisfactory to the Officer;
- (e) ensure that no trench in which piping is laid forming part of the piped drainage system is covered and backfilled until the work has been inspected and approved by the Officer;
- (f) provide such protection for trees with a caliper greater than seventy-five (75) millimetres as may be required by an Officer;
- (g) comply with all conditions imposed in any permit;
- (h) repair any siltation or erosion damage to adjoining Lands and drainage pathways resulting from the Site Alteration;
- (i) ensure that all Fill used is clean and free of rubbish, rubber, plastics, metals, glass, garbage, termites, organic material, liquid or solid and/or toxic chemicals, and other Contaminants or related waste and for this purpose the Officer may require Contaminant testing of the Fill to be placed or dumped be conducted by, or at the expense of the Owner; and,

- (j) ensure that Fill is placed or dumped in such a manner and any Retaining Wall supporting such Fill is erected in such a manner that no ponding is caused on the subject Lands or abutting and other Lands and that adequate provision is made to proper surface storm water drainage.

8.0 ABANDONMENT, EXPIRY, RENEWAL, TRANSFER, REVOCATION, AND CLOSURE OF PERMITS

8.1 Abandoned Application

- (a) An Application for a permit will be deemed abandoned and the Application and respective file will be closed, where a period of twelve (12) months has elapsed during which:
 - i. The Applicant applying for a permit has not provided all information, documents, fees and deposits as required by the Officer including any new submissions that may be required;
 - ii. The Application has been placed on hold or in abeyance; or,
 - iii. The Application has not seen meaningful progress through submissions toward the issuance of a permit.

8.2 Expiry

- (a) A permit for all types of Site Alteration will be issued for a period of two years and expires on the date set out in the permit unless otherwise specified as a condition of the permit.

8.3 Transfer

If title to the Property for which a permit has been issued under this By-law is transferred while the permit is in effect, the permit shall be automatically revoked unless the new Owner, prior to the time of the transfer, enters into an agreement with the Township by which it, and such other persons as the Township may reasonably require, including an Applicant, security holder or other interest holder, agrees to comply with all Conditions under which the Permit was issued and agrees to be bound by all provisions of any agreement entered into pursuant to Section 6.3.6 of this By-law.

8.4 Revocation

- (a) An Officer may at any time and without notice revoke a permit for any of the following reasons:
 - i. It was obtained based on mistaken, false or incorrect information;
 - ii. It was issued in error;
 - iii. The Owner and/or permit holder request in writing that it be revoked;
 - iv. The terms of an agreement or permit under this By-law have not been complied with;

- v. The permit holder is unwilling or unable to comply with the Conditions of an order;
- vi. The Land has been transferred and the new Owner has not complied with the requirements under this Section of the By-law; or,
- vii. Officer is of the opinion that the Alteration has resulted or will likely result in adverse effects to the Property and surrounding area.

(b) Notwithstanding the revocation or expiry of the permit, the Township may draw upon any security provided to address any damages.

8.5 Renewal

An Applicant or Owner may submit a request to the Officer for a renewal of a permit if the only change from the initial Application and Conditions is the timeline and expiry date.

8.6 Closure

(a) Every Owner shall satisfy all Conditions of an issued permit, even if the permit is expired, and shall also provide the Township with the following at the discretion of the Officer:

- i. A letter from a Qualified Person confirming that any importation of Fill was in compliance with the *Environmental Protection Act* and O. Reg 406/19.
- ii. A complete final topographic survey confirming the Approved Grade; and,
- iii. Proof of completion of all permit Conditions.

(b) A permit is considered closed when all Conditions, orders and provisions of this By-law related to the permit have been fulfilled to the satisfaction of the Officer, at which time all unexpended deposits and securities held by the Township shall be released to the person having made such deposit or provided such security unless an agreement specifies otherwise.

9.0 ORDER TO DISCONTINUE ACTIVITY

9.1 Pursuant to Section 444 (1) of the *Municipal Act*, if an Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Officer may make an order requiring the person who contravened this By-law, or who permitted or caused the contravention, or the Owner or occupier of the Land on which the contravention occurred, to discontinue the contravening activity. An order under this section shall set out:

- (a) the municipal address and/or legal description of the Land;
- (b) reasonable particulars of the contravention; and,

- (c) the date or period of time within which there must be compliance.

10.0 WORK ORDER

10.1 Pursuant to Section 445 (1) of the *Municipal Act*, if an Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Officer may make an order requiring the person who contravened this By-law, or who caused or permitted the contravention, or the Owner or occupier of the Land on which the contravention occurred, to do work to correct the contravention. An order under this section shall set out:

- (a) the municipal address and/or legal description of the Land;
- (b) reasonable particulars of the contravention and the work to be done and the period within which there must be compliance with the order; and,
- (c) a notice stating that if the work is not done in compliance with the order within the period it specifies, the Township may have the work done at the expense of the Owner.

11.0 WORK DONE BY MUNICIPALITY

11.1 If the work required by an order pursuant to Section 10.0 of this By-law is not done within the specified period, the Township, in addition to all other remedies it may have, may do the work at the Owner's expense and may, together with its employees, agents, contractors, or consultants, enter upon Land, at any reasonable time, for that purpose pursuant to section 446 of the *Municipal Act*.

11.2 Where the Township enters upon the Land pursuant to Section 11.1 the cost of the work completed by the Township, subject to the provisions of Section 11.0 of this By-law, shall become a charge upon the Lands and such cost to be recovered in accordance with Section 446 (3) to the *Municipal Act* and the Township may recover the cost of the work from the person to whom the order was made.

11.3 The Township shall not be required to undo any remedial work and the Township shall not be required to provide compensation as a result of doing any remedial work undertaken pursuant to this By-law.

12.0 SERVICE OF AN ORDER

12.1 If the Township;

- (a) issues any order pursuant to this By-law; or,

- (b) intends to enter the Lands that are subject to a Permit to conduct remedial work; then the order or notice of intention to enter the Lands, as the case may be, shall be served on the Owner of the Property personally, by prepaid registered mail to the last known address of the Owner of the Lands, or by email communication.
- 12.2** Unless otherwise provided herein, all orders and notices pursuant to this By-law shall be made in writing and shall be deemed effective:
- (a) on the date on which the notice is delivered to the person to whom it is addressed;
 - (b) on the date the notice is sent by email communication; or,
 - (c) on the fifth day after the notice has been sent by registered mail to the person's last known address.
- 12.3** The Township may place a placard containing the terms of the work order or of the notice of intention to enter the Lands in a conspicuous location on the Lands and may enter the Lands for this purpose.
- 12.4** The Township will not enter the Lands to conduct remedial work until notice of its intention has been given under Section 11.1 or 11.2 of this By-law unless the giving of such notice would result in an immediate danger to the health or safety of any person.
- 13.0 RECOVERY OF COSTS**
- 13.1** Costs incurred by the Township arising from any default or failure to perform the obligations and requirements under this By-law, including under Section 6.2.2 and 10.0, or an agreement entered into pursuant to Section 6.3.6, plus interest accrued to the date payment is made at the rate of fifteen percent (15%) per annum or such lesser rate as may be approved by the Township, will be recoverable from the Owner of the Lands by action or in like manner as taxes pursuant to the provisions of Section 446 of the *Municipal Act*.
- 13.2** Cost incurred by the Township as set out in Section 13.1 of this By-law including interest as the prescribed rate, are a lien on the Lands upon registration in the proper land registry office of a notice of lien pursuant to Section 446 (6) of the *Municipal Act*.
- 13.3** The lien is in respect of all costs that are payable at the time the notice is registered plus interest at the prescribed rate and accrued to the date payment is made.
- 13.4** Upon payment of all costs payable plus interest accrued to the date of debt retirement being paid, a discharge of the lien shall be registered by the Township in the proper land registry office of a notice of lien pursuant to Section 446 of the *Municipal Act*.

14.0 POWER OF ENTRY

14.1 An Officer or an employee or agent of the Township may, at any reasonable time enter and inspect any Lands to determine whether this By-law, an order or direction under this By-law or a work order under Section 431 of the *Municipal Act*, is being complied with pursuant to Section 436 of the *Municipal Act*.

14.2 The power of entry under this section does not allow a municipality to enter any buildings.

15.0 OBSTRUCTION

15.1 Every person who hinders or obstructs, or attempts to hinder or obstruct, any person exercising a power or performing a duty pursuant to this By-law is guilty of an offence as provided in Section 426 of the *Municipal Act*.

16.0 ENFORCEMENT

16.1 The administration and enforcement of the By-law shall be performed by the Township, and by persons authorized by the Township as may be appointed by By-law of the Council of the Township.

16.2 The cost of enforcement, including the professional and administrative expenses of the Township shall be at the expense of the Owner and the Township may recover the expenses incurred in so doing by action or the same may be recovered in like manner as municipal taxes, as provided for in Section 13.

16.3 Pursuant to Section 436 of the *Municipal Act*, including for the purposes of an inspection, an Officer may:

- (a) enter upon Land at any reasonable time without a warrant;
- (b) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection; and,
- (c) require the production for inspection of documents or things including drawings or specifications that may be relevant to the Land.

16.4 In the event a sample is taken pursuant to Section 16.3 (b), the procedures set out in Section 436 of the *Municipal Act* will be followed.

17.0 OFFENCE AND PENALTY

17.1 Every person who contravenes:

- (a) any provision of this By-law;

- (b) any term of a permit issued pursuant to this By-law; or
- (c) an order issued under this By-law

is guilty of an offence and upon conviction is liable to the penalties provided for in this By-law and provided for in the *Provincial Offences Act* R.S.O. 1990 c.P.33, as amended.

17.2 If an order has been issued under this By-law, and the order has not been complied with, the contravention of the order shall be deemed to be a continuing offence for each day or part of a day that the order is not complied with.

17.3 Every person who is guilty of an offence under this By-law shall be subject to the following penalties:

- (a) Upon a first conviction under this By-law, to a fine of not less than \$500.00 and not more than \$50,000 per offence
- (b) Upon a second or subsequent conviction under this By-law to a fine of not less than \$500.00 and not more than \$50,000 per offence.
- (c) Upon conviction for a continuing offence under this By-law shall be subject to a fine of not less than \$500 and not more than \$10,000 for each day or part of a day the offence continues up to a maximum of \$100,000 per continuing offence.

17.4 When a Person has been convicted of an offence under this By-law, the Ontario Court of Justice or any Court of competent jurisdiction thereafter may, in addition to any other penalty or remedy imposed on the Person convicted, make an order:

- (a) Prohibiting the continuation or repetition of the offence by the Person convicted; and/or,
- (b) Requiring the Person convicted to remove material from, repair or rehabilitate, at the convicted Person's expense, a Property or undertaking to achieve compliance with this By-law within such reasonable time as the Court orders.

17.5 The Township may recover its costs of remedying a violation of this By-law by invoicing the Owner, by instituting court proceedings, by adding the costs, including interest, to the tax roll, or by the exercise of any other available remedy.

18.0 ORDER UPON CONVICTION

18.1 Pursuant to Section 431 of the *Municipal Act*, if an Owner or other person is convicted of an offence for contravening this By-law or an order under Section 9.0 or Section 10.0, the court in which the conviction has been entered, and any court of competent jurisdiction thereafter may order the Owner or other person, in such manner and within such period as the Court considers appropriate:

- (a) to rehabilitate the Land;
- (b) to remove the Fill dumped or placed contrary to this By-law; or,
- (c) to restore the grade of the Land to its original condition.

19.0 ASSISTANCE FOR OFFICER

19.1 An Officer shall have the right to confer with staff of the Township and/or retain consulting services for the purposes of determining whether the requirements of this By-law or a permit or order thereunder have been complied with, and to assist with the administration of the By-law; costs attributed to these services shall be paid for by the Owner.

20.0 CONFLICTING LEGISLATION

20.1 Where there is any conflict between the provisions of this By-law and any of the provisions of the *Municipal Act*, as amended, the provisions of the *Municipal Act*, shall prevail to the extent of the conflict.

21.0 VALIDITY AND SEVERABILITY

21.1 It is hereby declared that notwithstanding any section, subsections, clause, paragraph or provision of the By-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of Council to enact, such section or sections or parts thereof shall be deemed to be severable and shall not effect the validity or enforceability of any other provisions of this By-law as a whole or part thereof and all other sections of this By-law shall be deemed to be separate and independent there from and enacted as such;

21.2 Whenever any reference is made in this By-law to a statute of the Legislature of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute and all successor legislation to such statute.

22.0 FORCE AND EFFECT

22.1 This By-law shall take effect and come into force and effect upon final passage hereof.

22.2 The provisions of this By-law shall not apply to Site Alterations undertaken prior to the final passing of this By-law. For greater certainty:

- (a) any Site Alteration carried out following the final passing of this By-law shall be undertaken in compliance with all of the provisions of this By-law, including, for greater particularity, the requirement that a permit be obtained; and,
- (b) any continuation of a Site Alteration commenced prior to the final passing of this By-law shall require a permit in respect of that portion or stage of the Site Alteration carried out following the final passing of this By-law.

READ AND PASSED THIS XXTH DAY OF XXXXXXXX, 2025

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-02-10

MEETING TYPE: Open

SUBMITTED BY: Tammy Stevenson, Senior Project Manager

REPORT #: INF 2025-002

REPORT TITLE: Parking Control

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2024-002 Parking Control;

AND THAT Council authorize the installation of regulatory signs as required;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to amend By-law 6000-2023 being a by-law to regulate parking.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

INF 2024-002 Parking Control

CLK 2023-016 – Parking Control

BACKGROUND

The proposed by-law amendment is a housekeeping update to reflect no parking signs and other transportation related changes that have occurred in the Township during the past year. The amendment also includes the removal of temporary school bus loading zones that were required to facility the temporary school zones for St. Mary's Catholic School. Following the renovations to St. Mary's Catholic School, all students have returned to this location.

ANALYSIS

Housekeeping update for all current signage that is posted and/or removed as follows:

Additions to Parking Control Bylaw amendment

Schedule E – No Parking Zones:

- No Parking Certain Times – Arthur, Any Municipal Parking Lot, from November 1st to March 31st between 2 a.m. to 6 a.m.
- No Parking Certain Times – Mount Forest, Any Municipal Parking Lot, from November 1st to March 31st between 2 a.m. to 6 a.m.
- Durham Street West, south side, from Normanby Street North to a point $\pm 14\text{m}$ east of Normanby Street North.
- Normanby Street North, west side, from Durham Street West to a point $\pm 14\text{m}$ south of Durham Street West.

Schedule I – Time Limited Parking Zones:

- Walton Street, north side, from Conestoga Street to a point $\pm 110\text{m}$ east of Conestoga Street from 8 am to 9 am and 3 pm to 4 pm.
- Walton Street, south side, from Arthur Public School exit access to a point $\pm 20\text{m}$ east of Arthur Public School exit access from 8 am to 9 am and 3 pm to 4 pm.
- Walton Street, south side, from Arthur Public School exit access to a point $\pm 20\text{m}$ west of Arthur Public School exit access from 8 am to 9 am and 3 pm to 4 pm.

Deletions to Parking Control Bylaw amendment

Schedule G – School Bus Loading Zones:

- Parkside Drive, east side, between York Street and +35 metres south of Queen Street East.
- Wellington Street East, north side, between ± 33 metres east of Fergus Street and ± 70 metres west of Egremont Street.

The Township will be completing an Urban Traffic Impact Study in 2025 which will include future parking recommendations.

CONSULTATION

Manager of Transportation, Wellington Dufferin Student Transportation Services and Wellington Catholic District School Board.

FINANCIAL CONSIDERATIONS

No financial cost to receive this report.

ATTACHMENTS

By-law 005-2025 as attached in this agenda.

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-02-10

MEETING TYPE: Open

SUBMITTED BY: Dale Clark, Manager Transportation Services

REPORT #: TR 2025-001

REPORT TITLE: Snow Clearing of Track at the Mount Forest Community Centre

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report TRP 2025-001 Snow Clearing of Track at the Mount Forest Community Centre for information.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

RESOLUTION: 2025-022

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT Council direct staff to prepare a report on the feasibility of clearing the track at the Mount Forest Community Centre in the winter to accommodate dog walkers who use it daily, many of whom are seniors.

BACKGROUND

At the January 27, 2025 meeting of Council, a notice of motion was passed requesting staff prepare a report on the feasibility of clearing snow from the track at the Mount Forest Community Centre during the winter for dog walkers.

In the winter of 2020, due to the ongoing COVID-19 pandemic and in response to provincial public health restrictions and guidelines, the township of wellington began clearing snow at the track located at 320 King St., E., Mount Forest, also known as the Mount Forest Community Centre. Snow clearing remained in effect until 2022.

In the absence of a formal dog park, this property and track has been informally used by the community as an alternative to sidewalk use.

ANALYSIS

Staff estimate that it would take approximately one hour per day to clear the track of snow, depending on the depth. This activity would need to commence only after sidewalks and other road maintenance activities were completed, ensuring primary transportation routes were safe for both pedestrians and vehicles.

Currently, there is a Molok waste receptacle on the property that is locked in the winter due to access challenges, as well as a traditional garbage can by the gate entrance at the Mount Forest Community Centre. At present, some walkers who use the grounds leave bags of animal waste on the track, which staff must address in the spring. If the area is plowed, recreation services would add another garbage can, hopefully reducing the amount of animal waste left on the track.

To ensure safety of all users and animals, the township will need to focus messaging that continues to promote that pets are on leash at all times and that animal waste is picked up and properly disposed of.

CONSULTATION

Brooke Lambert, CAO

Mandy Jones, Manager of Recreation, Community & Economic Development

FINANCIAL CONSIDERATIONS

Operating: There will be increased operational costs associated with staffing and vehicle use to plow the area, as well as the removal of waste on the track. It is anticipated that if this is a priority identified by Council, staff can realign resources to accommodate the request.

ATTACHMENTS

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How: Increasing service levels and access to
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-02-10

MEETING TYPE: Open

SUBMITTED BY: Corey Schmidt, Manager Environment & Development Services
Sara McDougall, Compliance Analyst
Kyle Davis, Risk Management Official

REPORT #: ENV 2025-001

REPORT TITLE: 2024 Drinking Water Systems Annual & Summary Report

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report ENV 2025-001 2024 Drinking Water Systems Annual & Summary Report;

AND FURTHER THAT Council directs staff to submit the report to the applicable agencies and make the report available to the public.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

ENV 2024-001 2023 Drinking Water Systems Annual & Summary Report

BACKGROUND

The Township of Wellington North is required under Ontario Regulation 170/03, a regulation under made under the Safe Drinking Water Act, 2002, to complete an annual report (Section 11) and a summary report (Schedule 22) on the municipal drinking water system it operates. Both reports must be available to the public and the summary report must be submitted to the drinking water system owner.

The Environmental Services department has consolidated these report requirements into one comprehensive report that covers the requirements of Section 11 and Schedule 22 for both municipal water systems. Section 11 is to be made available to the public by February

28th and Schedule 22 is to be received by Council and made available to the public no later than March 31st. 130

A copy of the consolidated report is attached as Schedule A.

ANALYSIS

This report received by Council satisfies the annual and summary reporting requirements of Section 11 and Schedule 22 of the Ontario Regulation 170/03.

CONSULTATION

None

FINANCIAL CONSIDERATIONS

There are no financial considerations in receiving this report for information.

ATTACHMENTS

Schedule A – 2024 Drinking Water Systems Annual & Summary Report – dated January 28, 2025.

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



Annual and Summary Report

For the Period of Jan. 1, 2024 to Dec. 31, 2024

For Arthur and Mount Forest Drinking Water Systems

Prepared By:

Sara McDougall, Process and Compliance Analyst
Environmental Services Department

Revision Date: January 28, 2025

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Introduction

Purpose

The purpose of this report is to provide information to several stakeholders and to satisfy the regulatory requirements of the Safe Drinking Water Act (SDWA), reporting required under Ontario Regulation 170/03 (Section 11 and Schedule 22). The report is a compilation of information that helps to demonstrate the ongoing provision of safe, consistent supply of high-quality drinking water to customers located within the Township of Wellington North (Arthur and Mount Forest).

Scope

This Annual and Summary report includes information from both Mount Forest and Arthur Drinking Water Systems for the period of January 1st to December 31st, 2024 (unless otherwise noted). The report is a collection of information that was previously found in two separate reports (Annual Report and Summary 22 Report to Council). The information is required to be reported to the following:

- the Drinking Water System Owners (Township of Wellington North Council);
- the public and customers

This report satisfies the requirements of both the Safe Drinking Water Act (SDWA) and Ontario Regulation 170/03:

-Section 11, Annual Reports which includes:

- a brief description of the drinking water systems;
- a list of water treatment chemicals used;
- a summary of the most recent water tests results required under O. Reg.170/03 or an approval, Municipal Drinking Water License (MDWL) or order;
- a summary of adverse test results and other issues reported to the Ministry including corrective action taken;
- a description of major expenses incurred to install, repair or replace required equipment;
- the location where this report is available for inspection/review.

And;

-Schedule 22, Summary Report which includes:

- list the requirements of the Safe Drinking Water Act, the Regulations, Drinking Water Works Permits (DWWP), Municipal Drinking Water License (MDWL), and any orders applicable to the system that were not met at any time during the period covered by the report;
- for each requirement that was not met, the duration of the failure and measures that were taken to correct the failure;
- a summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows; and
- a comparison of this information to the rated capacity and flow rates approved in the system's approval, DWWP and/or MDWL.

This report satisfies applicable requirements for both the Arthur and Mount Forest Drinking Water Systems.

A copy of this report is available for viewing online at www.wellington-north.com

Inquiries can be made by emailing smcdougall@wellington-north.com or by calling 519-848-3620 x 4628

Notice

Please note that every reasonable effort is made to ensure the accuracy of this report. This report is published with the best available information at the time of the publication. In the event that errors or omissions occur, the online report will be updated. Please refer to the online version of the report for the most current version.

Systems Overview

The role of the water department is to provide customers and the community with safe, consistent supply of high-quality drinking water while meeting, exceeding, and continually improving on legal, operational, and quality management system requirements.

The Arthur and Mount Forest drinking water systems are Class II Water Distribution and Supply Subsystems, composed of groundwater wells and water distribution systems. From January 1st to December 31st, 2024, certified staff of three Operators, one Lead Hand, one Manager and one Process Compliance Analyst operated and maintained the systems.

The water department received full scope reaccreditation to the Drinking Water Quality Management Standard and continues to hold the accreditation after a successful off-site audit on August 12th, 2024 conducted by a third-party accreditation body. This full accreditation satisfies part of the requirements under the Municipal Drinking Water Licensing Program.

Arthur Drinking Water System

Arthur's municipal drinking water system provides water for a permanent population of approximately 2,628, comprised of approximately 1,260 residential connections and 111 Industrial/Commercial/Institutional (ICI) connections. ICI customers are fully metered and residential units are on a flat rate system. Arthur has approximately 21 km of water main.

The Arthur water system is comprised of three drilled wells, two pump houses, two elevated storage tanks and a water distribution system. The township uses 12% sodium hypochlorite for disinfection. Sodium silicate is used for iron sequestering at Well #7 and Waterworx is used at Well #8 for manganese sequestering. Each well is equipped with one well pump, discharge piping, and disinfection equipment. Well #8 is equipped with a back-up diesel generator. The system's supply for fire protection, peak demands and emergencies, is stored within two elevated storage tanks, one with a capacity of 1137 m³ and one with a capacity of 227m³.

The well pumps and associated metering pumps are started and stopped based on the water level in elevated tank number one. Once the low water level in the tank has been reached, the pump stations are called upon to supply the distribution system with the excess filling the elevated storage tanks to the normal top water level. This system is a demand/storage system. When the level drops below the lead pump start level, the lead well pump will start. If the level continues to drop, the next duty pump in

sequence will start. All pumps stop at the normal top water level until the water level drops in elevated tank number one and the pumps are required again. Whenever all pumps have stopped; the pump sequence changes. Pumps removed from service are automatically skipped.

From January 1st to December 31st, 2024, a total of 363,729.04 cubic meters of water was treated and pumped to the system. The average daily water demand was 993.69 cubic meters. The highest daily use of water occurred on May 28th, 2024 when 1,745.59 cubic meters of water was pumped.

Mount Forest Drinking Water System

Mount Forest's municipal drinking water system provides water for a permanent population of approximately 5,040, comprised of approximately 2,243 residential connections and 243 ICI connections. ICI customers are fully metered, and residential units are on a flat rate system. Mount Forest distribution system is approximately 37 km of water main.

The Mount Forest water system is comprised of four groundwater wells, four pump houses, a standpipe, and a water distribution system. The township uses 12% sodium hypochlorite for disinfection. Each well is equipped with one well pump, discharge piping, and disinfection equipment. Well #3 is equipped with a back-up diesel generator and a booster pump. The system's supply for fire protection, peak demands and emergencies, is stored within a 2083 m³ standpipe.

The well pumps and sodium hypochlorite metering pumps are started and stopped based on the standpipe water level. Once the low water level in the tank has been reached, the pump stations are called upon to supply the distribution system with the excess filling the standpipe to the normal top water level. This system is a demand/storage system. When the level drops below the lead pump start level, the lead well pump will start. If the level continues to drop, the first, second and third lag well pumps will be started, respectively. All pumps stop at the normal top water level until the water level drops in the standpipe and the pumps are required again. Whenever all pumps have stopped; the pump sequence changes. Pumps removed from service are automatically skipped.

From January 1st to December 31st, 2024, a total of 524,168.64 cubic meters of water was treated and pumped to the system. The average daily water demand was 1,432.06 cubic meters. The highest daily use of water occurred on October 24th, 2024 when 1,959.94 cubic meters of water was pumped.

Sampling and Testing

The Township of Wellington North's certified operators regularly test the water within the overall system including the raw water at the well source(s), after treatment, and within the distribution system. From January 1st to December 31st, 2024, all regulatory microbiological and chemical quality samples were taken by certified operators and tests performed by accredited, licensed laboratories on water samples collected throughout the drinking water system. These tests include regulatory testing, and those results are included in this report.

Arthur and Mount Forest drinking water systems are defined as large residential systems operated under the regulatory requirements of the Safe Drinking Water Act and the Ontario Water Resources Act (accessed at www.e-laws.gov.on.ca). The Arthur Drinking Water System is operated under Municipal Drinking Water License (MDWL) 113-101 and the Drinking Water Works Permit (DWWP) 113-201. The Mount Forest Drinking Water System is operated under MDWL 113-102 and DWWP 113-202.

The MDWL and the DWWP describe system-specific requirements that are supplementary to provincial regulations and act as a license for water supply and distribution operations. These documents outline specific conditions and requirements regarding operation, maintenance and upgrades that are required by the system and are considered regulatory in nature. These documents are available by request for viewing at 160 Preston Street, Arthur.

Summary Report

a) Incidents of Regulatory Non-Compliance

This section describes all incidents of non-compliance (excluding those defined as “Adverse Water Quality Incidents” (AWQI) reported in Section B of this report). AWQI’s are required to be reported to the Ministry of Environment, Conservation & Parks (MECP) with respect to the following Acts and related regulations: Ontario Water Resources Act (OWRA), Safe Drinking Water Act (SDWA), the Environmental Protection Act (EPA), and Municipal Drinking Water Licenses (MDWL) and Drinking Water Works Permits (DWWP).

The most recent assessment of compliance for Arthur and Mount Forest Drinking Water Systems as determined by the MECP during the 2024 Annual Inspections resulted in a final inspection rating of 100% for each facility.

There was no non-compliance for either Arthur or Mount Forest Drinking Water Systems during the MECP inspections in 2024.

b) Adverse Water Quality Incidents

This section describes all “Adverse Water Quality Incidents” (AWQI). This term refers to any unusual test results from treated water that does not meet a provincial water quality standard, or situation where disinfection of the water may be compromised. An adverse water quality incident indicates that on at least one occasion, a water quality standard was not met.

A sample taken from Arthur DWS Distribution at 488 Eliza Street on Monday July 22nd, 2024 had an adverse result of 1 cfu/100mL Total Coliforms. Corrective action was taken and resampling results indicated zero Total Coliforms in all resamples, therefore indicating that the issue was resolved.

c) Summaries of Flow Rates and Water Supply Capacities

The Safe Drinking Water Act (SDWA) and the Ontario Water Resources Act (OWRA) each require that operating authority’s record and report water takings as governed by the Permits to Take Water (PTTW). The following tables list the quantities and flow rates of the water supplied during this reporting period, including monthly average and maximum daily flows, daily instantaneous peak flow rates and a comparison to the rated capacity and flow rates specified in the system approval:

Table 1: Arthur Well #7b Flows**Approved Volume (m3/day): 1961****Approved Flow Rate (L/sec): 22.7**

	Avg Daily Volume (m³)	% of Approved Volume	Max Daily Volume (m³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	308.76	15.7	615.12	31.4	20.60	90.7
February	336.17	17.1	824.24	42.0	20.21	89.0
March	310.36	15.8	441.34	22.5	20.83	91.8
April	336.74	17.2	642.32	32.8	20.46	90.1
May	297.30	15.2	896.77	45.7	20.36	89.7
June	278.31	14.2	519.81	26.5	21.19	93.3
July	360.04	18.4	903.48	46.1	21.92	96.6
August	326.20	16.6	816.01	41.6	22.16	97.6
September	385.47	19.7	679.28	34.6	22.00	96.9
October	294.42	15.0	640.88	32.7	21.94	96.7
November	327.38	16.7	670.65	34.2	21.63	95.3
December	319.27	16.3	664.58	33.9	21.88	96.4

Table 2: Arthur Well #8a Flows**Approved Volume (m3/day): 2255****Approved Flow Rate (L/sec): 26.1**

	Avg Daily Volume (m³)	% of Approved Volume	Max Daily Volume (m³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	293.21	13.0	491.04	21.8	24.21	92.8
February	281.98	12.5	585.01	25.9	24.28	93.0
March	283.22	12.6	532.92	23.6	24.42	93.6
April	309.41	13.7	663.77	29.4	24.64	94.4
May	371.77	16.5	711.20	31.5	24.36	93.3
June	393.76	17.5	714.67	31.7	25.06	96.0
July	376.32	16.7	751.25	33.3	25.39	97.3
August	380.81	16.9	666.01	29.5	24.88	95.3
September	388.58	17.2	570.01	25.3	25.06	96.0
October	321.73	14.3	716.65	31.8	24.79	95.0
November	353.78	15.7	592.67	26.3	24.92	95.5
December	308.08	13.7	568.85	25.2	24.81	95.1

Table 3: Arthur Well #8b Flows**Approved Volume (m3/day): 2255****Approved Flow Rate (L/sec): 26.1**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	296.32	13.1	725.73	32.2	23.85	91.4
February	296.31	13.1	549.37	24.4	23.64	90.6
March	292.41	13.0	491.01	21.8	23.99	91.9
April	262.68	11.6	514.82	22.8	23.86	91.4
May	296.46	13.1	438.98	19.5	24.01	92.0
June	353.79	15.7	629.65	27.9	24.56	94.1
July	364.06	16.1	644.25	28.6	25.02	95.9
August	405.60	18.0	666.98	29.6	24.50	93.9
September	408.26	18.1	609.46	27.0	24.84	95.2
October	396.77	17.6	791.72	35.1	24.52	93.9
November	296.06	13.1	577.95	25.6	24.56	94.1
December	312.50	13.9	537.99	23.9	24.60	94.3

There was 363,729.04 m³ of water processed in Arthur for 2024 (Jan. 01 to Dec. 31). This represents 4.06 % decrease compared to the same time period in 2023 and 0.7 % increase from 2022.

Table 4: Mount Forest Well #3 Flows**Approved Volume (m3/day): 1637****Approved Flow Rate (L/sec):22.7**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	242.04	14.8	447.17	27.3	16.49	72.6
February	290.37	17.7	558.53	34.1	16.73	73.7
March	329.76	20.1	477.25	29.2	17.64	77.7
April	307.12	18.8	452.81	27.7	17.13	75.5
May	241.95	14.8	650.87	39.8	17.29	76.2
June	237.21	14.5	444.16	27.1	16.99	74.8
July	260.21	15.9	460.03	28.1	17.13	75.5
August	278.76	17.0	439.07	26.8	17.33	76.3
September	246.12	15.0	453.82	27.7	17.84	78.6
October	285.17	17.4	447.52	27.3	17.12	75.4
November	269.81	16.5	508.94	31.1	17.30	76.2
December	253.93	15.5	433.49	26.5	17.07	75.2

Table 5: Mount Forest Well #4 Flows**Approved Volume (m3/day): 1964****Approved Flow Rate (L/sec): 22.7**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	393.07	20.0	624.80	31.8	19.16	84.4
February	393.93	20.1	656.57	33.4	19.25	84.8
March	37.18	1.89	488.93	24.9	18.76	82.6
April	118.79	6.05	724.16	36.9	19.05	83.9
May	332.18	16.9	626.41	31.9	19.47	85.8
June	311.16	15.8	756.52	38.5	19.38	85.4
July	283.82	14.5	733.49	37.3	18.98	83.6
August	351.36	17.9	602.34	30.7	18.86	83.1
September	342.57	17.4	686.27	34.9	18.45	81.3
October	326.13	16.6	694.84	35.4	18.49	81.5
November	333.24	17.0	646.97	32.9	18.48	81.4
December	364.60	18.6	605.51	30.8	18.54	81.7

Table 6: Mount Forest Well #5 Flows**Approved Volume (m3/day): 3928****Approved Flow Rate (L/sec): 45.5**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	435.27	11.1	614.10	15.6	45.24	99.4
February	379.94	9.7	692.16	17.6	38.18	83.9
March	508.68	13.0	750.24	19.1	40.35	88.7
April	509.79	13.0	776.71	19.8	38.08	83.7
May	456.35	11.6	847.90	21.6	38.97	85.6
June	527.59	13.4	1162.67	29.6	38.14	83.8
July	476.15	12.1	1062.77	27.1	37.77	83.0
August	519.74	13.2	1075.99	27.4	39.82	87.5
September	515.85	13.1	978.96	24.9	38.10	83.7
October	383.99	9.8	812.01	20.7	39.51	86.8
November	371.58	9.5	572.79	14.6	42.29	92.9
December	397.61	10.1	683.76	17.4	41.10	90.3

Table 7: Mount Forest Well #6 Flows**Approved Volume (m³/day): 3928****Approved Flow Rate (L/sec): 45.5**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	366.03	9.3	840.91	21.4	36.86	81.0
February	344.36	8.8	664.98	16.9	39.12	86.0
March	443.93	11.3	634.72	16.2	39.40	86.6
April	384.00	9.8	646.71	16.5	40.37	88.7
May	366.46	9.3	620.20	15.8	36.90	81.1
June	475.13	12.1	909.01	23.1	41.30	90.8
July	598.97	15.2	1151.82	29.3	40.23	88.4
August	370.86	9.4	813.66	20.7	40.27	88.5
September	409.13	10.4	754.37	19.2	39.71	87.3
October	407.79	10.4	584.30	14.9	40.45	88.9
November	381.82	9.7	857.26	21.8	39.70	87.3
December	323.23	8.2	630.60	16.1	40.78	89.6

There was 524,168.64 m³ of water processed in Mount Forest for 2024 (Jan. 01 to Dec. 31). This represents 4.25 % decrease compared to the same time period in 2023 and 3.23 % increase from 2022.

d) Raw and Treated Water Quality

This section describes the water quality monitoring, both regulatory and operational, that has been completed in 2024.

Water Quality Review

Under the SDWA, municipalities are required to monitor both the raw and treated quality of the source water supplied. This monitoring is performed for both regulatory compliance and due diligence and is expected to identify any changes within the treated water as well as in raw source waters.

Table 8: O. Regulation 170/03 Schedule 7-2, Distribution Manual Free Chlorine Residual Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Free Chlorine Residual	0.05 - 4.0	366	0	0.62 to 1.69	mg/L
Mount Forest Free Chlorine Residual	0.05 - 4.0	366	0	0.57 to 1.81	mg/L

Table 9: O. Regulation 170/03 Schedule 7-3, Raw Turbidity Sampling Summary

Regulation 170/03, Schedule 7-3 requires a minimum of one raw turbidity sample taken monthly from each well that is supplying water to the drinking water system. We typically sample raw turbidity more than once per month but are not required to.

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Raw Well # 7b	1	53	0	0.11 to 0.49	NTU's
Arthur Raw Well # 8a/b	1	53	0	0.09 to 0.41	NTU's
Mount Forest Raw Well # 3	1	53	0	0.07 to 0.35	NTU's
Mount Forest Raw Well # 4	1	46	0	0.07 to 0.58	NTU's
Mount Forest Raw Well # 5	1	52	0	0.06 to 0.38	NTU's
Mount Forest Raw Well # 6	1	52	0	0.08 to 0.59	NTU's

Note: From March 4th to April 22nd, 2024 Well # 4 was offline due to maintenance.

Table 10: O. Regulation 170/03 Schedule 10-4- Raw Bacteriological Sampling Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Raw - T.coli	n/a	159	n/a	0	cfu/100mL
Arthur Raw - E.coli	n/a	159	n/a	0	cfu/100mL
Mount Forest Raw - T.coli	n/a	206	n/a	0	cfu/100mL
Mount Forest Raw - E.coli	n/a	206	n/a	0	cfu/100mL

Table 11: O. Regulation 170/03 Schedule 10-3, Treated Bacteriological Sampling Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Treated - T.coli	0	106	0	0	cfu/100mL
Arthur Treated - E.coli	0	106	0	0	cfu/100mL
Arthur Treated - HPC	n/a	106	n/a	<10-10	cfu/mL
Mount Forest Treated - T.coli	0	206	0	0	cfu/100mL
Mount Forest Treated - E.coli	0	206	0	0	cfu/100mL
Mount Forest Treated - HPC	n/a	206	n/a	<10-70	cfu/mL

Table 12: O. Regulation 170/03 Schedule 10-2, Distribution Samples Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Distribution - T.coli	0	159	1	0 -1	cfu/100mL
Arthur Distribution - E.coli	0	159	0	0	cfu/100mL
Arthur Distribution - HPC	n/a	159	n/a	<10 – 1730	cfu/mL
Mount Forest Distribution - T.coli	0	212	0	0	cfu/100mL
Mount Forest Distribution - E.coli	0	212	0	0	cfu/100mL
Mount Forest Distribution - HPC	n/a	212	n/a	<10 – 60	cfu/mL

* Note: On April 8, 2024, a distribution sample taken at 488 Eliza St resulted in an HPC of NDLA (No Data: Laboratory Accident/Error), so no result could be provided. The following week on April 15, 2024, the same sample location result was 10 cfu/mL HPC.

* Note: On November 12, 2024, a distribution sample at 103 Smith St resulted in an HPC of NDOGHP (No Data: Overgrown with HPC). The following week on November 18, 2024, the same sample location result was <10 cfu/mL HPC.

Treated Water Quality- O. Regulation 170/03 Schedule 13-6, 13-6.1 and 13-7, “Three Month” Sampling Results Summary

In 2024, all operational Treated sources were sampled and analyzed for Schedule 13-6, 13-6.1 and 13-7 parameters as per O.Reg. 170-03.

Regulation 170/03, Schedule 13-6 requires a minimum of one distribution sample taken from the Distribution System where THM’s (trihalomethanes) are most likely to develop (locations with high retention times). The Maximum Allowable Concentration (MAC) for THM’s is 100 ug/L. However, for this parameter the MAC uses a running annual average of quarterly samples.

The results of the running average value for THM’s for all related Distribution System samples in 2024 are below the ½ MAC (half of the maximum allowable concentration). Mount Forest had an annual running average of 23 ug/L of Total THM’s and Arthur had an annual running average of 18 ug/L of Total THM’s.

Regulation 170/03, Schedule 13-6.1 requires a minimum of one distribution sample taken from the Distribution System where HAA’s (haloacetic acids) are most likely to develop. On January 1, 2020, the Maximum Allowable Concentration (MAC) for HAA’s of 80 ug/L came into effect. For this parameter, the MAC uses a running annual average of quarterly samples.

The results of HAA’s for all related Distribution System samples in 2024 are below the ½ MAC (half of the maximum allowable concentration). Mount Forest had an annual running average of <5.3 ug/L of HAA’s and Arthur had an annual running average of <5.3 ug/L of HAA’s.

All operational Treated Sources were sampled and analyzed for Nitrates and Nitrites as per Regulation 170/03, Schedule 13-7. There was no instance of any adverse results in 2024.

Table 13: O. Regulation 170/03 Schedule 13-7, Nitrite and Nitrate Sampling Results Summary

Arthur	Date	ODWQS MAC	Well #7b	Well #8a/b
Nitrite (mg/L)	Feb 2024	1	0.003<MDL	0.003<MDL
	May 2024	1	0.003<MDL	0.003<MDL
	Aug 2024	1	0.003<MDL	0.003<MDL
	Nov 2024	1	0.003<MDL	0.003<MDL
Nitrate (mg/L)	Feb 2024	10	0.006<MDL	0.006<MDL
	May 2024	10	0.006	0.006<MDL
	Aug 2024	10	0.006	0.006<MDL
	Nov 2024	10	0.006<MDL	0.006<MDL

*MDL- method detection limit

Mount Forest	Date	ODWQS MAC	Well #3	Well #4	Well #5	Well #6
Nitrite (mg/L)	Feb 2024	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
	May 2024	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
	Aug 2024	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
	Nov 2024	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
Nitrate (mg/L)	Feb 2024	10	0.093	0.006<MDL	2.24	0.006<MDL
	May 2024	10	0.102	0.006<MDL	2.29	0.006<MDL
	Aug 2024	10	0.114	0.006<MDL	2.43	0.006<MDL
	Nov 2024	10	0.084	0.006<MDL	2.36	0.006<MDL

*MDL- method detection limit

Treated Water Quality Statistics- O. Regulation 170/03 Schedule 23 Results Summary

If sampling for a particular schedule's parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

Table 14: O. Regulation 170/03 Schedule 23 Results Arthur Well #7b

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Aug. 19/24	0.6<MDL	6	ug/L	No
Arsenic	Aug. 19/24	3.2	10	ug/L	No
Barium	Aug. 19/24	53.5	1000	ug/L	No
Boron	Aug. 19/24	81	5000	ug/L	No
Cadmium	Aug. 19/24	0.003	5	ug/L	No
Chromium	Aug. 19/24	0.08<MDL	50	ug/L	No
Mercury	Aug. 26/24	0.01	1	ug/L	No
Selenium	Aug. 19/24	0.04<MDL	50	ug/L	No
Uranium	Aug. 19/24	0.226	20	ug/L	No

Table 15: O. Regulation 170/03 Schedule 23 Results Arthur Well #8

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Aug. 19/24	0.6<MDL	6	ug/L	No
Arsenic	Aug. 19/24	0.2<MDL	10	ug/L	No
Barium	Aug. 19/24	66.8	1000	ug/L	No
Boron	Aug. 19/24	56	5000	ug/L	No
Cadmium	Aug. 19/24	0.003<MDL	5	ug/L	No
Chromium	Aug. 19/24	0.08<MDL	50	ug/L	No
Mercury	Aug. 19/24	0.01<MDL	1	ug/L	No
Selenium	Aug. 19/24	0.04<MDL	50	ug/L	No
Uranium	Aug. 19/24	0.424	20	ug/L	No

Table 16: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #3

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	1.6	10	ug/L	No
Barium	Jan. 24/22	139	1000	ug/L	No
Boron	Jan. 24/22	41	5000	ug/L	No
Cadmium	Jan. 24/22	0.004	5	ug/L	No
Chromium	Jan. 24/22	0.18	50	ug/L	No
Mercury	Jan. 24/22	0.01<MDL	1	ug/L	No
Selenium	Jan. 24/22	0.05	50	ug/L	No
Uranium	Jan. 24/22	0.32	20	ug/L	No

Table 17: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #4

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	1.0	10	ug/L	No
Barium	Jan. 24/22	221	1000	ug/L	No
Boron	Jan. 24/22	40	5000	ug/L	No
Cadmium	Jan. 24/22	0.009	5	ug/L	No
Chromium	Jan. 24/22	0.24	50	ug/L	No
Mercury	Jan. 24/22	0.01<MDL	1	ug/L	No
Selenium	Jan. 24/22	0.04<MDL	50	ug/L	No
Uranium	Jan. 24/22	0.166	20	ug/L	No

Table 18: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #5

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	0.2 <MDL	10	ug/L	No
Barium	Jan. 24/22	169	1000	ug/L	No
Boron	Jan. 24/22	37	5000	ug/L	No
Cadmium	Jan. 24/22	0.1	5	ug/L	No
Chromium	Jan. 24/22	0.26	50	ug/L	No
Mercury	Jan. 24/22	0.01 <MDL	1	ug/L	No
Selenium	Jan. 24/22	0.61	50	ug/L	No
Uranium	Jan. 24/22	0.727	20	ug/L	No

Table 19: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #6

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	1.6	10	ug/L	No
Barium	Jan. 24/22	174	1000	ug/L	No
Boron	Jan. 24/22	32	5000	ug/L	No
Cadmium	Jan. 24/22	0.003<MDL	5	ug/L	No
Chromium	Jan. 24/22	0.12	50	ug/L	No
Mercury	Jan. 24/22	0.01<MDL	1	ug/L	No
Selenium	Jan. 24/22	0.04<MDL	50	ug/L	No
Uranium	Jan. 24/22	0.226	20	ug/L	No

Treated Water Quality Statistics- O. Regulation 170/03 Schedule 24 Results Summary

If sampling for a particular schedule's parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

Table 20: O. Regulation 170/03 Schedule 24 Results for Arthur Well #7b

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Aug. 19/24	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Aug. 19/24	0.01<MDL	5	ug/L	No
Azinphos-methyl	Aug. 19/24	0.05<MDL	20	ug/L	No
Benzene	Aug. 19/24	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Aug. 19/24	0.004<MDL	0.01	ug/L	No
Bromoxynil	Aug. 19/24	0.33<MDL	5	ug/L	No
Carbaryl	Aug. 19/24	0.05<MDL	90	ug/L	No
Carbofuran	Aug. 19/24	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Aug. 19/24	0.17<MDL	2	ug/L	No
Chlorpyrifos	Aug. 19/24	0.02<MDL	90	ug/L	No
Diazinon	Aug. 19/24	0.02<MDL	20	ug/L	No
Dicamba	Aug. 19/24	0.2<MDL	120	ug/L	No
1,2-Dichlorobenzene	Aug. 19/24	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Aug. 19/24	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Aug. 19/24	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug. 19/24	0.33<MDL	14	ug/L	No
Dichloromethane	Aug. 19/24	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Aug. 19/24	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Aug. 19/24	0.19<MDL	100	ug/L	No
Diclofop-methyl	Aug. 19/24	0.40<MDL	9	ug/L	No
Dimethoate	Aug. 19/24	0.06<MDL	20	ug/L	No
Diquat	Aug. 19/24	1.0<MDL	70	ug/L	No
Diuron	Aug. 19/24	0.03<MDL	150	ug/L	No
Glyphosate	Aug. 19/24	1.0<MDL	280	ug/L	No
Malathion	Aug. 19/24	0.02<MDL	190	ug/L	No
MCPA	Aug. 19/24	0.00012<MDL	0.1	mg/L	No
Metolachlor	Aug. 19/24	0.01<MDL	50	ug/L	No
Metribuzin	Aug. 19/24	0.02<MDL	80	ug/L	No
Monochlorobenzene	Aug. 19/24	0.3<MDL	80	ug/L	No
Paraquat	Aug. 19/24	1.0<MDL	10	ug/L	No
Pentachlorophenol	Aug. 19/24	0.15<MDL	60	ug/L	No
Phorate	Aug. 19/24	0.01<MDL	2	ug/L	No
Picloram	Aug. 19/24	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Aug. 19/24	0.04<MDL	3	ug/L	No
Prometryne	Aug. 19/24	0.03<MDL	1	ug/L	No
Simazine	Aug. 19/24	0.01<MDL	10	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Terbufos	Aug. 19/24	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Aug. 19/24	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Aug. 19/24	0.20<MDL	100	ug/L	No
Triallate	Aug. 19/24	0.01<MDL	230	ug/L	No
Trichloroethylene	Aug. 19/24	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Aug. 19/24	0.25<MDL	5	ug/L	No
Trifuralin	Aug. 19/24	0.02<MDL	45	ug/L	No
Vinyl Chloride	Aug. 19/24	0.17<MDL	1	ug/L	No

Table 21: O. Regulation 170/03 Schedule 24 Results for Arthur Well #8

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Aug. 19/24	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Aug. 19/24	0.01<MDL	5	ug/L	No
Azinphos-methyl	Aug. 19/24	0.05<MDL	20	ug/L	No
Benzene	Aug. 19/24	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Aug. 19/24	0.004<MDL	0.01	ug/L	No
Bromoxynil	Aug. 19/24	0.33<MDL	5	ug/L	No
Carbaryl	Aug. 19/24	0.05<MDL	90	ug/L	No
Carbofuran	Aug. 19/24	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Aug. 19/24	0.17<MDL	2	ug/L	No
Chlorpyrifos	Aug. 19/24	0.02<MDL	90	ug/L	No
Diazinon	Aug. 19/24	0.02<MDL	20	ug/L	No
Dicamba	Aug. 19/24	0.2<MDL	120	ug/L	No
1,2-Dichlorobenzene	Aug. 19/24	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Aug. 19/24	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Aug. 19/24	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug. 19/24	0.33<MDL	14	ug/L	No
Dichloromethane	Aug. 19/24	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Aug. 19/24	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Aug. 19/24	0.19<MDL	100	ug/L	No
Diclofop-methyl	Aug. 19/24	0.40<MDL	9	ug/L	No
Dimethoate	Aug. 19/24	0.06<MDL	20	ug/L	No
Diquat	Aug. 19/24	1.0<MDL	70	ug/L	No
Diuron	Aug. 19/24	0.03<MDL	150	ug/L	No
Glyphosate	Aug. 19/24	1.0<MDL	280	ug/L	No
Malathion	Aug. 19/24	0.02<MDL	190	ug/L	No
MCPA	Aug. 19/24	0.00012<MDL	0.1	mg/L	No
Metolachlor	Aug. 19/24	0.01<MDL	50	ug/L	No
Metribuzin	Aug. 19/24	0.02<MDL	80	ug/L	No
Monochlorobenzene	Aug. 19/24	0.3<MDL	80	ug/L	No
Paraquat	Aug. 19/24	1.0<MDL	10	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Pentachlorophenol	Aug. 19/24	0.15<MDL	60	ug/L	No
Phorate	Aug. 19/24	0.01<MDL	2	ug/L	No
Picloram	Aug. 19/24	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Aug. 19/24	0.04<MDL	3	ug/L	No
Prometryne	Aug. 19/24	0.03<MDL	1	ug/L	No
Simazine	Aug. 19/24	0.01<MDL	10	ug/L	No
Terbufos	Aug. 19/24	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Aug. 19/24	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Aug. 19/24	0.20<MDL	100	ug/L	No
Triallate	Aug. 19/24	0.01<MDL	230	ug/L	No
Trichloroethylene	Aug. 19/24	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Aug. 19/24	0.25<MDL	5	ug/L	No
Trifuralin	Aug. 19/24	0.02<MDL	45	ug/L	No
Vinyl Chloride	Aug. 19/24	0.17<MDL	1	ug/L	No

Table 22: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #3

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Table 23: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #4

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Table 24: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #5

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.63	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Table 25: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #6

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2,4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.63	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Treated Water Quality Statistics- O. Regulations 170/03 Schedule 13-8 and 13-9, “60 Months” Sampling Results Summary

If sampling for a particular schedule’s parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

Fluoride and Sodium are sampled on the “60 Months” sampling schedule. Results for most recent tests can be found in Table 26.

Table 26: O. Regulation 170/03 Schedule 13-8 and 13-9, Fluoride and Sodium Results

Parameter/Location	Sample Date	Result Value	Unit of Measure	Exceedance
Sodium- Arthur Well #7b	Sep. 11/23	36.6	mg/L	Yes ¹
Sodium- Arthur Well #8	Sep. 11/23	21.5	mg/L	Yes ¹
Sodium- Mount Forest Well #3	Sep. 11/23	21.9	mg/L	Yes ¹
Sodium- Mount Forest Well #4	Sep. 11/23	12.3	mg/L	No
Sodium- Mount Forest Well #5	Sep. 11/23	68.8	mg/L	Yes ¹
Sodium- Mount Forest Well #6	Sep. 11/23	10.4	mg/L	No
Fluoride- Arthur Well #7b	Sep. 11/23	1.32	mg/L	No
Fluoride-Arthur Well #8	Sep. 11/23	0.35	mg/L	No
Fluoride-Mount Forest Well #3	Sep. 11/23	0.98	mg/L	No
Fluoride-Mount Forest Well #4	Sep. 11/23	0.59	mg/L	No
Fluoride-Mount Forest Well #5	Sep. 11/23	0.17	mg/L	No
Fluoride-Mount Forest Well #6	Sep. 11/23	0.78	mg/L	No

¹ The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Treated Water Quality Statistics- O. Regulations 170/03 Schedule 15.1 Sampling Results Summary

If sampling for a particular schedule’s parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

The Mount Forest and Arthur Drinking Water Systems are under reduced sampling under Schedule 15.1 which means we are not required to sample plumbing but are still required to sample in the distribution system. Results for most recent tests can be found in Table 27.

Table 27: O. Regulation 170/03 Schedule 15.1, Lead, Alkalinity and pH Results

Parameter/Location	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Lead – Hydrant # 125 James St.	Jan 22/24	0.05	10	ug/L	No
Lead – Hydrant # 32 Queen St. West	Jan 22/24	0.03	10	ug/L	No
Lead – Hydrant # 24 Elgin St. South	Jan 22/24	0.07	10	ug/L	No
Lead – Hydrant # 95 Francis St.	Jan 22/24	0.01	10	ug/L	No
Lead – Tucker/Eliza St. Blow Off	Jan 22/24	0.05	10	ug/L	No
Alkalinity – Hydrant # 125 James St.	Jan 22/24	233	30-500	mg/L	No
Alkalinity – Hydrant # 32 Queen St. West	Jan 22/24	222	30-500	mg/L	No
Alkalinity – Hydrant # 24 Elgin St. South	Jan 22/24	237	30-500	mg/L	No
Alkalinity – Hydrant # 95 Francis St.	Jan 22/24	193	30-500	mg/L	No
Alkalinity – Tucker/Eliza St. Blow Off	Jan 22/24	191	30-500	mg/L	No
Field pH – Hydrant # 125 James St.	Jan 22/24	7.48	-	-	No
Field pH – Hydrant # 32 Queen St West	Jan 22/24	7.2	-	-	No
Field pH – Hydrant # 24 Elgin St. South	Jan 22/24	7.46	-	-	No
Field pH – Hydrant # 95 Francis St.	Jan 22/24	7.4	-	-	No
Field pH – Tucker/Eliza St. Blow Off	Jan 22/24	7.6	-	-	No
Lead – Hydrant # 125 James St.	Jul 22/24	0.05	10	ug/L	No
Lead – Hydrant # 32 Queen St. West	Jul 22/24	0.08	10	ug/L	No
Lead – Hydrant # 24 Elgin St. South	Jul 22/24	0.06	10	ug/L	No
Lead – Hydrant # 95 Francis St	Jul 22/24	0.01	10	ug/L	No
Lead – Tucker/Eliza St. Blow Off	Jul 22/24	0.08	10	ug/L	No
Alkalinity – Hydrant # 125 James St.	Jul 22/24	293	30-500	mg/L	No
Alkalinity – Hydrant # 32 Queen St. West	Jul 22/24	261	30-500	mg/L	No
Alkalinity – Hydrant # 24 Elgin St. South	Jul 22/24	362	30-500	mg/L	No
Alkalinity – Hydrant # 95 Francis St.	Jul 22/24	215	30-500	mg/L	No
Alkalinity – Tucker/Eliza St. Blow Off	Jul 22/24	215	30-500	mg/L	No
Field pH – Hydrant # 125 James St.	Jul 22/24	7.47	-	-	No
Field pH – Hydrant # 32 Queen St. West	Jul 22/24	7.06	-	-	No
Field pH – Hydrant # 32 24 Elgin St. South	Jul 22/24	7.01	-	-	No
Field pH – Hydrant # 95 Francis St.	Jul 22/24	7.7	-	-	No
Field pH – Tucker/Eliza St. Blow Off	Jul 22/24	7.6	-	-	No

e) Significant Expenses Incurred

The table below outlines a brief description and breakdown for significant monetary expenses occurred in 2024.

Location	Maintenance Item	Cost
Mount Forest	Well 4 Maintenance/Inspection	\$40,627.22
Mount Forest	Fergus Street, Wellington to Birmingham (Water Portion)	\$178,270.65
Mount Forest	Leak Detection	\$4,068.00
Arthur	Arthur Water Supply/Storage EA (ongoing)	\$48,105.64
Arthur	Smith Street Construction	\$28,735.00
Arthur	Wells Street East Monitoring Well Development	\$10,001.21
Arthur/Mount Forest	Watermain Valve and Fire Hydrant Replacement	\$64,589.34
Mount Forest	Wellhouse Fencing Upgrade	\$42,650
Arthur	Spheroid Water Tower Interior Cleaning and Inspection	\$4,553.75

f) Source Water Protection

For reporting purposes, the Township of Wellington North is subject to two Source Protection Plans (based on watershed or Conservation Authority boundaries): Grand River Plan and the Saugeen Valley, Grey Sauble, Northern Bruce Peninsula Plan (Saugeen Valley). Although the Ausable Bayfield Maitland Valley (ABMV – Maitland Valley) Plan also encompasses part of the municipality, there are no reporting requirements associated with that Plan for the Township. In 2024, all Source Protection Plans were in effect.

Under Section 81 of the Clean Water Act and Section 65 of O. Reg. 287/07, an annual report must be prepared by a Risk Management Official and submitted to the appropriate Source Protection Authority (Conservation Authority) by February 1st of each year. Under Section 45 of the *Clean Water Act*, a public body, including a municipality, must comply with monitoring and reporting policies designated by a Source Protection Plan. The Township of Wellington North Risk Management Official and Municipal Annual Reports were prepared and submitted to the appropriate authorities by February 1, 2025.

Summary of Key Aspects

The Wellington County municipalities continue to implement source protection under the Wellington Source Water Protection partnership, www.wellingtonwater.ca. In 2024, progress continued in the implementation of source protection in the municipality. A summary of key aspects of the Risk Management Official Report and Municipal Report are provided below.

In 2024, there were 45 development applications reviewed and staff comments provided on applications within municipal wellhead protection areas. There were 7 notices issued per Section 59 of the Clean Water Act within the municipality. There were 495 development applications (notices and

comments) reviewed County wide in 2024. This included 85 Section 59 notices issued and staff comments on an additional 410 development applications, County wide. This includes 144 comment memos including 63 requests for drinking water threat disclosure reports and / or management plans. This represents a Township and County wide increase in the total number of development applications reviewed from the five-year average of 38 in the Township and 416 development applications in the County. The review of development applications within wellhead protection areas is a key component of implementing the Clean Water Act as this ensures the municipality is in compliance with requirements relating to future activities that may pose a risk to municipal drinking water. In addition to the notices and comments provided, other applications were screened out by building or planning staff following Risk Management Official Written Direction provided by Wellington Source Water Protection.

Analysis continued on the threat verification data collected in previous years on residential, agricultural, industrial, commercial and institutional activities identified as potential significant drinking water threats in the approved Assessment Reports. Staff complete a variety of tasks to remove or confirm and then mitigate activities identified as potential significant drinking water threats in the approved Assessment Reports. These threat activities are existing and the analysis can involve desk top interpretation of air photos or GIS data, phone calls, review of municipal records, windshield surveys, site inspections by Risk Management staff and if confirmed, then mitigation through septic inspection, prohibition and / or negotiation of risk management plans. As a result of this analysis, staff currently estimate approximately 18% of threat activities (20 properties) in the municipality still require action to either remove or confirm / mitigate the threat activities while 82% have been either removed or confirmed and mitigated. Note that the percentages are weighted equally between Source Protection Authorities to provide an overall municipal percentage. The majority of the remaining threat activities are winter maintenance or fuel handling / storage activities and are located within the Mount Forest wellhead protection areas.

To determine compliance with Clean Water Act requirements, 63 inspections were conducted in the Township with all being for compliance purposes (prohibition) with no contraventions found. County wide, 309 inspections were conducted in the reporting year with 94% of inspections (290) being prohibition compliance inspections, 1% (3) being RMP compliance inspections and 5% (16) of inspections conducted for threat activity verification or risk management plan negotiation purposes. Overall, the inspections were generally related to manure application and storage prohibitions, to verify compliance for winter maintenance activities or related to chemical / fuel handling and storage.

No Risk Management Plans were agreed to in 2024 with 17 Risk Management Plans agreed to cumulatively within the Township. There are 94 Risk Management Plans in place County wide. As reported to Council in 2024, this leaves 1 Risk Management Plan still to be signed in the Township for fuel handling / storage and it is under negotiation with the corporate office of the petroleum company. There was a Source Protection Plan deadline to have this plan in place by December 31st, 2022 and this has not occurred due to the complexities of negotiating with the corporate office and delays related to the pandemic. This information was presented to the Source Protection Committee and the Province in 2024 and no concerns were raised by either of these bodies. Staff can impose the Risk Management

Plans via an order, however, to date, staff have not chosen this route so not to disrupt the negotiations. It is staff's intention to negotiate a mutually agreed to Risk Management Plan and only utilize the order powers if negotiations fail. If an order is deemed necessary, staff are required to provide 120 days notice to the ordered parties prior to issuance of the order and the order is appealable. The remaining 19 winter maintenance properties requiring Risk Management Plans have a current deadline of 2027, however, negotiations related to these Risk Management Plans were on hold in 2024 due to an update required in the Saugeen Valley Assessment Report mapping that requires Provincial approval. Staff will restart negotiations in 2025 for these properties once Provincial approval has been granted.

The following is a summary of the Education and Outreach results, County wide, for 2024. In total, 56 education and outreach daily events were completed this reporting year. Sixteen of the events were internal training sessions for municipal staff on general source protection topics and more detailed training on how it relates to municipal planning, building, sewage, spills, roads and risk management operations. There were over 100 attendees cumulatively at the training. Six of the events were external training sessions including training other Risk Management Officials / Inspectors in the Province and industry groups such as property managers. Eleven events supported a variety of community events including Erin septic social, Arthur Environmental Assessment and municipal open houses, Aberfoyle Fall Fair and large community events such as Party in the Park, Mount Forest Fireworks Festival, Centre Wellington Home Show and Puslinch Showcase. Staff also presented at four professional conferences in this reporting year.

There were thirteen school events including classroom visits, participation in Palmerston Agricultural Awareness Day and Grand River Agricultural Society's Pizza Perfect. School programming included elementary, Grade 8 and college students. Wellington Source Water Protection / County of Wellington is a sponsor for the Waterloo-Wellington Children's Groundwater Festival. For the second year in a row, the Festival was held in Wellington County, this year at Guelph / Eramosa's Marden Park and 74 staff from our municipalities participated to ensure the Festival was a success. The Festival ran for 5 days plus a sixth day as a virtual Festival. Links to the virtual Festival content are available here <https://www.youtube.com/@watereducation4640>. The Children's Groundwater Festival is an excellent way to reach Grade 2 to 5 and high school children (and their parents) and deliver water protection messages including source protection. Registration for both virtual and in-person Festival was over 6,000 students and teachers with many County and Township schools participating. Staff continue to participate on the organizing committee and various sub-committees including serving as co-chairs.

In addition to events, development reviews and inspections continued and included educational material being provided directly to the proponents generally regarding the threats present, the process (development review, RMP negotiations, prohibition etc.), property specific mapping, and general Source Water information. Where necessary, stickers and metal tags were provided to proponents listing the Spills Action Centre number and that their location is located within a vulnerable area for municipal wells. Updates were made to the Wellington Source Water Protection website www.wellingtonwater.ca, and staff continue to update and maintain ten fact sheets on specific topics and other print media (i.e. post cards to direct applicants to mapping). Throughout the year, social

media posts on a variety of topics were either posted or re-shared by our municipalities' corporate channels. Often the content of these posts was from the Conservation Ontario social media calendar or in partnership with the local Conservation Authorities. Four newspaper ads were also run during the year.

In 2024, both Source Protection Plans in the Township were undergoing amendment. Staff reviewed, provided comments and in some cases assisted Conservation Authority staff in authoring portions of the various amendments. Specifically, staff were heavily involved in authoring policy amendments for the Grand River Source Protection Plan. This is a provincial requirement under Section 36 of the Clean Water Act and involved review of all Grand River Source Protection Plan policies applicable within the County and, where necessary, amendments. The work is required to bring the Wellington County Chapter of the Grand River Source Protection Plan in compliance with the Provincial 2021 Director's Technical Rules. Staff also provided support related to mapping amendments required to the Saugeen Valley Assessment Report and to a County's Official Plan amendment that updated the wellhead protection area mapping.

In 2024, there are a number of water supply and / or water supply master plan projects related to water systems within or adjacent to the County. In the Township, staff provided support to the Class Environmental Assessment for the new Arthur supply well including authoring the source protection considerations for that study. With provincial funding, an initial phase of a joint groundwater modelling project began in 2024 in partnership with the Town of Minto and Township of Mapleton. Staff worked with the Township hydrogeologist on the initial data organization required to support future groundwater modelling for new well supplies and to update existing wellhead protection areas. In 2024, Source Protection, Water Services staff and the Township hydrogeologist supported the Ontario Geological Survey in drilling a monitoring well near the new Arthur well. Staff also continued to provide support for the implementation of the municipal Consolidated Linear Environmental Compliance Approval for both wastewater and stormwater. There are annual assessments required for both approvals that assess source water protection implications and requirements for wastewater and / or stormwater projects within wellhead protection areas. These assessments are required every 12 months and Source Protection staff completed both assessments in 2024 as required.

The septic inspection program occurs on a five-year cycle. If a septic system is present within well head protection area with a vulnerability score of 10 or within an issues contributing area for nitrates, a septic inspection is required every 5 years. The most recent round of septic inspections was completed in the Township in 2023. No septic inspections were required in 2024.

For further information, please contact Kyle Davis, Risk Management Official, 519-846-9691 ext 362 or kdavis@centrewellington.ca

Note: The Source Water Protection information in this report was provided by Kyle Davis, Risk Management Official.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-02-10

MEETING TYPE: Open

SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk

REPORT #: CLK 2025-004

REPORT TITLE: Alternate voting methods in the 2026 municipal election

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-004 on alternate voting methods in the 2026 municipal election;

AND THAT Council authorizes a vote by mail method for casting ballots in the 2026 municipal election;

AND FURTHER THAT Council authorizes the use of tabulators for counting ballots in the 2026 municipal election;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to authorize a vote by mail method of casting ballots in the 2026 municipal election;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to authorize the use of tabulators for counting ballots in the 2026 municipal election;

AND FURTHER THAT the Clerk shall, by December 31, 2025 prepare procedures and rules for the vote by mail method of casting ballots in the 2026 municipal election and provide these procedures and rules to the public by posting them on the municipal website.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

CLK 2021-005 Alternate voting methods for the 2024 municipal election

CLK 2017-008 Alternate voting methods for the 2018 municipal election

CLK 2015-036 Alternative Voting Methods for the 2015 Ward 3 By-election

BACKGROUND

The 2026 municipal election will be held on Monday October 26, 2026.

There are numerous voting methods available with respect to conducting municipal elections including the traditional method of paper ballots and polls, internet voting, vote by mail, manual count or the use of tabulators, or a combination of any methods. Staff are recommending a vote by mail method of casting ballots in the 2026 election using tabulators to count the ballots.

Vote by mail method was used in the 2015 Ward 3 by-election and in 2018 and 2022.

Tabulators were used in 2014, 2015, 2018 and 2022.

In 2022 candidates were invited to an information session on October 19, 2022, to watch a demonstration of how the tabulators processed ballots and the processes in place for counting and storing ballots. On election day, each candidate had the opportunity to have a scrutineer or themselves in place to watch the process throughout the entire election process up to the end of the count. Staff intend to replicate this process for 2026.

ANALYSIS

The benefits of a vote by mail method of casting ballots and using tabulators to count ballots includes:

- Weather would not play a role in voter turn out
- Ballots can be mailed or dropped at the office 24/7
- no need for proxy voting or advance polls
- no outside election staff would be required as municipal employees would be able to do the count with the tabulators
- all accessibility requirements would be met
- should another pandemic happen voting by mail would position the municipality with the ability to conduct the election without social distancing
- a tabulator count is much faster than a manual count
- training on the use of the tabulators is minimal and in fact staff are very familiar with the machines having used them in the past two municipal elections
- vote by mail has been used in 3 elections and voters are familiar with the process
 - In 2022 of the 8,545 ballots mailed:
 - 31 ballots received in the mail were not counted due to missing declarations, missing ballots, declaration not signed
 - 29 ballots were returned unopened as the individual had moved
 - 3 ballots were returned after the October 24, 2022 election and were not opened by staff
 - 36.77% overall return rate

Voter fraud is a serious crime and the general penalties as set out in Section 94.1(1) of the Municipal Election Act are as follows:

- for any offence, a fine of not more than \$25,000.
- for any offence other than a corrupt practice, the penalties described in subsection 80 (2) as it applies directly to candidates

- the candidate forfeits any office to which he or she was elected and the office is deemed to be vacant; and
- until the next regular election has taken place, the candidate is ineligible to be elected or appointed to any office to which this Act applies
- for an offence under section 90, imprisonment for a term of not more than six months.
- for any offence that the presiding judge finds that the individual committed knowingly, imprisonment for a term of not more than six months.

Additionally it is an offence under the Criminal Code of Canada to steal mail or open mail that does not belong to the individual who opens it.

Voter impersonation, coercion and fraud are concerns which are mitigated through the design of any voting system.

CONSULTATION

Chief Administrative Officer
Deputy Clerk

FINANCIAL CONSIDERATIONS

The cost of the 2022 municipal election was \$52,149.00 and was included in the budget. This breaks down to \$6,10 per elector.

Admin Election Salaries & Wages	\$1,650.00
Election - election officials	\$0.00
Admin-Election - Custom Printing	\$85.00
Admin-Election - Office Supplies	\$900.00
Admin- Election - Advertising	\$2,000.00
Admin-Election- Postage & Courier	\$13,250.00
Admin-Election - Conferences/Training	\$1,000.00
Admin-Election - Travel	\$30.00
Admin-Election Facility Rental	\$700.00
Admin-Election Data Management	\$26,384.00
Admin-Election- Misc Exp	\$300.00
	\$52,149.00

It is estimated using a vote by mail and tabulator counter, the 2026 election will cost \$56,000.00.

ATTACHMENTS

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making

How:

N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-02-10

MEETING TYPE: Open

SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk

REPORT #: CLK 2025-004

REPORT TITLE: 2026 municipal election

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-005 - 2026 municipal election for information.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Numerous reports and by-law

BACKGROUND

Date of 2026 municipal election

The 2026 municipal election will be held on Monday October 26, 2026.

2022 Results

In 2022, Ward 3 (Lisa Hern) and Ward 4 (Steve McCabe) Councillors were acclaimed. In the race for Mayor, two candidates ran, 3,121 ballots were cast (36.77%) and Andrew Lennox winning the seat. In the race for Ward 1, three candidates ran, 836 ballots were cast (42.5%) and Penny Renken won the seat. In Ward 2, two candidates ran, 952 ballots were cast (36.65%) and Sherry Burke won the seat.

Ward Boundary Review

At the May 8, 2023 meeting of Council the following resolution was passed:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2023-014 being report Wellington North Electoral Ward update.

Council directed staff to bring a report with options regarding a ward boundary review with projected population increases to a future meeting.

At the July 10, 2023 meeting of Council the following resolution was passed and no further action on a ward boundary review was taken.

THAT Council of the Township of Wellington North receive Report CLK 2023-020 being report Wellington North Electoral Ward update (2).

Advance Polls

In 2022, advance polls were held on Saturday October 8, 2022 between the hours of 10:00 a. m. and 3:00 p.m. at the Mount Forest Sports Complex and on Saturday October 15, 2022 between the hours of 10:00 a.m. and 3:00 p.m. at the Arthur Community Centre.

There were an estimated 70 people who attended the advance polls and staff recommend this be done again in the 2026 municipal election.

Voter's List

The Municipal Property Assessment Corporation used to have oversight on the voter's list, but on January 1, 2024 Election's Ontario took over the management of the list for both municipal and provincial elections.

Staff have been updating the list as we get notices of deaths and property transfers. In 2026 we will use media (print and social) to encourage residents to ensure they are on the list by checking [Election Ontario portal](#) .

We will mail letters to Strathcona Village Homes, Strathcona Long Term Retirement, Caressant Care and Birmingham Retirement Community advising their residents how to get on the voter's list and receive a ballot. We will also post notices in Condominiums and mail a notice to occupant in all multi-residential apartment units.

We will jointly advertise with lower tier municipalities in Wellington where possible. We will also use print advertising, the municipal website, social media including Facebook, Twitter and Instagram, postings in Wellington County libraries and municipal facilities, Council agenda's ads on the River Radio station, and electronic signs at the Fire Halls and facilities.

Policies and By-laws

The Municipal Act, Municipal Elections Act provide certain policies and by-laws must be in place. These include:

By-law to authorize the use of tabulators

By-law to authorize an alternate method of voting

Alternate vote count and voting procedures (authorized by By-law)

Corporate Use of Resources in a municipal election policy (authorized by By-law)

Automatic Recount in a municipal election policy (authorized by By-law)

Municipal and School Board municipal election sign policy (not legislated but a good practice)

The policies, procedures and by-laws will all be reviewed prior to the 2026 election year.

ANALYSIS

By starting to look at policies, procedures and by-laws, voters list updates well before the year of the municipal election, the Township of Wellington North is positioned to hold a transparent and well run municipal election in 2026.

CONSULTATION

Chief Administrative Officer
Deputy Clerk

FINANCIAL CONSIDERATIONS

There are no financial considerations in receiving this report.

ATTACHMENTS

N/A

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-02-10

MEETING TYPE: Open

SUBMITTED BY: Brooke Lambert, Chief Administrative Officer

REPORT #: CAO 2025-002

REPORT TITLE: 2024 Year in Review

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2025-002 2024 Year in Review for information.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CAO 2024-003 2023 Year in Review
- CAO 2023-013 Township of Wellington North Draft Strategic Plan
- Report CAO 2023-007 Strategic Plan Update (Phase 2)
- CAO 2023-004 Strategic Plan Update (Phase1) and Community Satisfaction Survey Results
- CAO 2023-002 2022 Year in Review
- CAO 2022-009 Proposed Strategic Planning Process (2022-2026)
- CAO 2020-006 Council Strategic Priorities - Update 2
- CAO 2019-005 being an update report on Councils Strategic Priorities
- CAO 2019-003 being a report on Council Strategic Priorities: 2018-2022 and recommended actions outlined
- CAO 2018-002 being a report on the Strategic Plan 2018

BACKGROUND

2024 was an exciting year for the Township of Wellington North. The Township made progress on three plans that will help guide the Township in coming years: implementation of the 2024 Strategic Plan (approved fall 2023), and the development and adoption of the Asset Management Plan and Growth Management Action Plan (approved September 2024).

The Township also continued to focus on the delivery of many core programs and services it provides to the community.

In November 2024, Council approved Wellington North CARES – the organizational values of the Township. For the Township, these values are key to driving positive change and supporting a safe and sustainable community. They will help us deliver an aligned focus on services, build a more collaborative environment, and keep things fresh and innovative.

Wellington North CARES:

Community: A safe and supportive environment where individuals come together, fostering a sense of belonging and shared purpose.

Accountability: Taking ownership of our actions, ensuring transparency, and upholding ethical standards.

Respect: Building a culture of inclusivity and trust by valuing diverse perspectives and treating everyone with dignity.

Engagement: Welcoming collaboration and enhanced information sharing for the collective growth and success of our community.

Sustainable: Committed to practices that promote long-term environmental, social, and economic well-being.

The 2024 Year in Review outlines how the Township addressed both of these areas - core programs and services - as well as the new priority areas of the strategic plan. The initiatives and accomplishments included in this document are the result of many different stakeholders working together to build a strong Wellington North.

ANALYSIS

Core Program/Service Highlights:

- **Governance and Civic Engagement** – Continued progress on the implementation of the Strategic Plan; approved the Asset Management Plan and the Growth Management Action Plan; created a Communications Working Group to facilitate increased engagement with the community; developed a new Municipal Feedback Policy to receive, track and respond to community feedback; and continued to advocate for Township priorities through delegations at the Rural Ontario Municipal Association, Association of Municipalities of Ontario, and through other provincial ministry meetings and Environmental Registry of Ontario submissions.
- **Corporate Services** – Made significant upgrades to IT infrastructure and network; implemented mandatory monthly cyber security training for Council and staff; undertook a Township values exercise and approved Wellington North CARES (Community, Accountability, Respect, Engagement, Sustainable); continued digitizing documents (over 30,000 in 2024); and partnered with the County of Wellington and surrounding municipalities for a Wellness Fair open to all employees.

- **Community Services** – Enhanced access to our aquatics facilities; more than 600 day camp spaces were offered in Arthur, Mount Forest and Damascus (new in 2024); introduced new summer programming (Stick and Ball – Lacrosse and Stick and Ball – Ball Hockey); several upgrades at recreation facilities in Arthur and Mount Forest (such as a new ice resurfer in Arthur, sound system upgrades in Arthur, ball diamond enhancements in both Arthur and Mount Forest); completed the design and received approval to install cremation plots at the Mount Forest Cemetery; upgrades and new sign at the Mount Forest Cemetery; introduced the Recognition of Outstanding Sport Achievements Program; and staff supported the Mount Forest Aquatics Ad-Hoc Advisory Committee on fundraising efforts for the new Mount Forest Outdoor Pool.
- **Grants** – Staff applied for 23 grants (federal, provincial, etc.) with six applications approved as of December 2024 resulting in \$1.2 million in funding for Township programs and projects; received a \$35,000 Tourism Growth Grant in partnership with the Town of Minto and Town of Hanover to offer the Culture Bus Tour, assist with Culture Days events and launch the Driftscape app; and received a \$21,700 Seniors Community Grant to offer digital literacy classes for seniors, as well as three low-cost bus trips to local events.
- **Environmental Protection** – Continued work on the Class Environmental Assessment for the Arthur Water System for supply redundancy and storage; new water and sewer services on Fergus Street in Mount Forest, a 100% rating in the annual Ministry of Environment, Conservation and Parks inspection of the Arthur and Mount Forest drinking water system; and successful re-accreditation audit of the Township’s Drinking Water Quality Management System.
- **Economic Development** – A successful 12th season for the Wellington North Farmers’ Market; various partnerships and support for community organizations, including the Student Start Up Program (nine Wellington North youth participated), Women of Wellington and Saugeen Area (WOWSA), and the 2024-2026 Wellington North Community Guide in partnership with the Mount Forest and Arthur chambers of commerce; Community Improvement Program applicants received \$26,110 in funding to assist with façade, signage and other business improvements; and hosted events such as the Mayor’s Roundtable, Business Resource Speed Networking event, and Your Town Rising (Mount Forest and Arthur).
- **Public Safety** – 438 calls responded to by Wellington North Fire Services; 285 building permits issued worth approximately \$138 million in construction value; and 62 property standards complaints reviewed.
- **Transportation** – Completed several major capital projects (Smith Street in Arthur, installation of Pedestrian Crossovers in Mount Forest and Arthur, reconstruction of Fergus Street North in Mount Forest); repairs and culvert replacements; rural and urban asphalt program (Concession 9, Line 4, Line 8, Page Street – Mount Forest and

Medical Centre Parking Lot in Arthur); replaced sidewalks on Wellington Street East¹⁴¹ (Mount Forest) and Dublin Street (Mount Forest); rebuild of Sideroad 9E completed; developed and implemented a Service Connection Policy; developed a Site Alteration and Fill By-Law (to be considered in 2025); and completed John Street (Mount Forest) Reconstruction Design including traffic impact study and public survey for feedback on design options.

Strategic Plan Accomplishments:

This strategy identified the primary goal of building ***a safe, sustainable and welcoming community.***

The priority areas supporting this goal are:

- Shape and support sustainable growth.
- Deliver quality, efficient community services aligned with the Townships mandate and capacity.
- Enhance information sharing and participation in decision making.

2024 was focused on implementing the Strategic Plan. The following highlights some of the main actions the Township took in 2024 to address its priorities:

Shape and support sustainable growth

- Council adopted the Growth Management Action Plan, which will play a critical role in guiding how the Township manages population and infrastructure growth, supporting sustainable development across the Township.
- Council adopted the Asset Management Plan. This plan provides a framework for managing the Township's assets (roads, bridges, facilities) in a sustainable and responsible way. It outlines the "infrastructure gap" that the Township will need to address in the long term in order to be fiscally sound as it grows.

Deliver quality, efficient community services aligned with the Townships mandate and capacity

- Developed a Township Service List that can be used for the basis of planning, business continuity and continuous improvement.
- Approved our Township's Accessibility Plan, developed Standard Operating Procedures for Accessibility and delivered a workshop to staff related to working with vulnerable populations.
- Worked with other area municipalities to investigate potential partnership opportunities for service delivery.
- Facility partnership for free feminine product distribution within Township arenas.
- Finalized a 15-year lease agreement with the Arthur Optimist Club to maintain and operate the Arthur Optimist Town Hall (formerly known as the Senior Citizens Hall).
- Expanded the Fire Management Services partnership between Minto and Wellington North to include Mapleton – creating an innovative model that leverages professional competencies and delivers enhanced services to the community.

- Worked with the Mount Forest Green Team to pilot a local Tree Inventory App in Mount Forest.
- Team Wellington North joined more than 75 other volunteers at the Warden's Tree Planting to plant over 900 trees to naturalize an area near the headwaters of the Conestogo River in Arthur.
- Participating in the Saugeen Connects partnership with Minto, West Grey, Brockton, Hanover, South Bruce and the Saugeen Economic Development Corporation.
- Partnered with several local businesses to create sponsorship opportunities for recreational programming, allowing free access to the indoor walking program, public skates and swims.
- Leveraged over \$125,000 to deliver services to the community, including funds for summer youth programming (Canada Summer Jobs); low-cost bus trips to local events for seniors (Seniors Community Grant); and tourism opportunities such as the Saugeen Culture Bus Tour (Tourism Growth Program).

Enhance information sharing and participation in decision making

- Modified the design of the John Street Reconstruction Project in Mount Forest to reflect the community feedback received regarding potential impacts to trees.
- In response to feedback from residents during the Strategic Plan process, communications were enhanced in 2024. This resulted in significant growth in the Township's social media engagement and followers on all platforms (Facebook, X, Instagram, LinkedIn). Key metrics include a 79.1% increase in Facebook post reach, a 482.8% increase in Instagram post reach, and a notable rise in interactions and followers across various platforms.
- Continued to post all videos from open sessions of Council to the Township's YouTube page.
- More than 275 news articles were published by local media (online and print) regarding the Township in 2024, highlighting everything from Council meetings to Township events.

Next Steps

Continuing to communicate information broadly with the community is an important goal of the Township. The 2024 Year In Review was developed to share some of the activities that have taken place in the last year, as well as increase the level of accountability and transparency with the public. Reporting in this fashion is one way that the Township can demonstrate its commitment to providing a high level of service to the community, while adding value and using resources responsibly.

If received by Council, this draft document will be finalized, printed in hard copy and distributed to each household within the Township of Wellington North. It will also be made available at various Township facilities, as well as in electronic form on the Township's website.

Staff across the organization in all divisions were consulted as part of the 2024 Year in Review.

FINANCIAL CONSIDERATIONS

There are no financial considerations in receiving this report for information.

ATTACHMENTS

Attachment A: Draft 2024 Year in Review

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:

- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:

- Enhance information sharing and participation in decision-making
How: The Year in Review is an important public communication piece that identifies how the Township has delivered core services and has also made progress on its strategic priorities. By increasing transparency and recognizing the contributions of our partners is builds a stronger platform to help local citizens become engaged in the work the Township does every day.

- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



2024 Year in Review



519.848.3620

www.wellington-north.com

Introduction

The Township of Wellington North at a Glance



The three winners of the township's 25th anniversary art contest, from left: Jennifer Baia and her son Jadon, 11-year-old Natalia Skorupska and Elizabeth Laros.

The Township of Wellington North was formed in 1999 with the amalgamation of the Town of Mount Forest, the Village of Arthur, the Townships of West Luther and Arthur, as well as some of the outlying areas in the Townships of Peel and West Garafraxa. Stretching over 526 square kilometres, it is now home to over 12,500 people – and is expected to grow to approximately 20,500 people by 2051 (an increase of more than 64%).

Wellington North is a well-diversified and evolving municipality with a strong industrial and manufacturing employment base, as well as a strong agricultural and agri-food business sector. The community is also home to many walking and cycling trails, unique stores and gift shops, as well as many cultural and historical amenities - and exciting events! This includes the Mount Forest Fireworks Festival, annually ranked as one of the Top 100 Festivals in Ontario.

Wellington North

C	A	R	E	S
COMMUNITY	ACCOUNTABILITY	RESPECT	ENGAGEMENT	SUSTAINABLE
A safe and supportive environment where individuals come together, fostering a sense of belonging and shared purpose	Taking ownership of our actions, ensuring transparency, and upholding ethical standards.	Building a culture of inclusivity and trust by valuing diverse perspectives and treating everyone with dignity.	Welcoming collaboration and enhanced information sharing for the collective growth and success of our community	Committed to practices that promote long-term environmental, social, and economic well-being

COVER PHOTO by breaSmith Photography - Grand opening of the Arthur Public School primary playground which was celebrated with a ribbon cutting ceremony on June 18, 2024.

BACK COVER PHOTO by Crystal Seifried - Mount Forest Fireworks Festival

BELOW - Winter Family Fun Fest planned by the Mount Forest BIA.

Additional photos within this report were submitted by Wellington North staff or Wellington Advertiser staff.

What's Inside?

- 4** Council Budget Highlights
- 5** Staffing Map
- 6** Programs and Services
- 7** Mayor's Message
- 8** 2024 Highlights
- 14** Strategic Plan Overview
- 15** What's Next



Township of Wellington North Council

The Township of Wellington North Council is governed by an elected Council of five members, including the head of Council, who each serve a four-year term.

The Mayor and Council are responsible for developing the long-range vision for the future of the community. Council establishes policies that affect the overall

operation of the Township and are responsive to residents' needs and priorities.

To ensure that these policies are carried out and that the community receives the services they need, Council appoints a Chief Administrative Officer who is directly responsible for the Township's administration.



From Left: Councillor Steve McCabe (Ward 4), Councillor Sherry Burke (Ward 2), Mayor Andy Lennox, Councillor Lisa Hern (Ward 3), and Councillor Penny Renken (Ward 1)

Highlights

2024 BUDGET*

\$9,646,763

Operating Budget / Total Tax Levy
(excludes water/wastewater budget/user fee-based)

\$9,472,009

Proposed Capital Budget

\$5,795,671

Water and Sewer Operating Budget

\$24,679,781

Total Reserves
(audited figure 2023 beginning balance)

Administrative Structure

The Senior Management Team is responsible for implementing the direction set out by Township Council, including providing efficient, high-quality services for the community as well as overseeing the sustainable and responsible use of township resources. It is led by the Chief Administrative Officer (CAO) and includes the Heads of the following divisions:

- Building and Planning
- Clerks
- Recreation, Community and Economic Development
- Finance
- Fire
- Human Resources
- Infrastructure and Engineering
- Transportation
- Environmental Services

Staffing

52
FULL TIME TOTAL
Full time non union: 27
Full time union: 25

58
SEASONAL OR
TERM / TASK

7
PART TIME

50
VOLUNTEER
FIREFIGHTERS

Quick Facts

(2021 Stats Can)

\$78,000
Median Household Income

7,079
Labour Force

1,614
Number of Businesses



Did You Know?

that the Township delivers 7 programs,
with over 25 services?

These include:



Governance and Civic Engagement
(Council, Community Engagement and Decision Making)



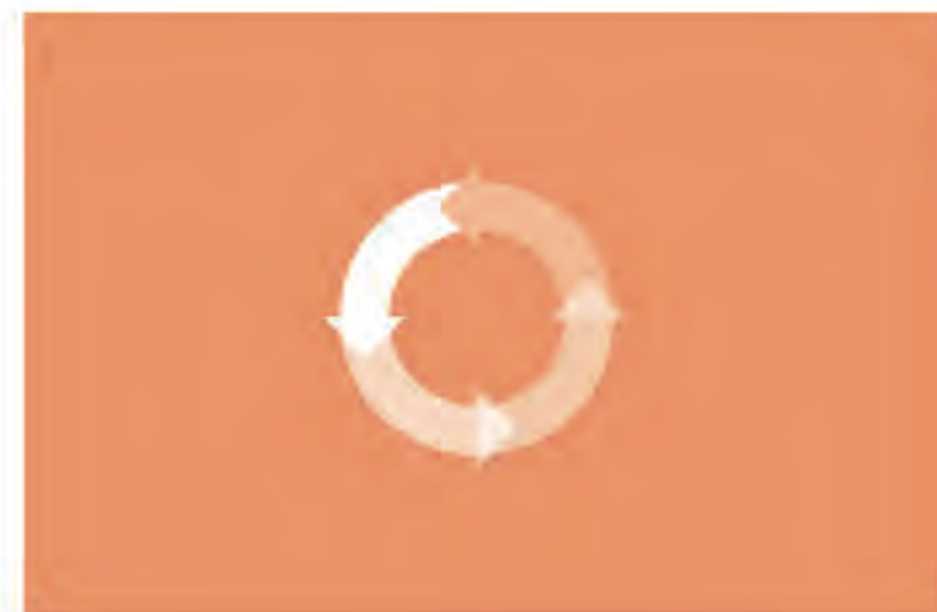
Corporate Services
(Human Resources, Financial Management, Information Technology, Clerks)



Community Services
(Community Recreation Facilities and Programming, Parks and Open Spaces, Cemeteries)



Environmental Protection
(Water Distribution, Wastewater Collection)



Development
(Land Use Planning, Building Permits, Economic Development)



Public Safety
(By-law Enforcement, Building Inspections, Fire Services)

We also work in partnership with the County of Wellington, who deliver the following services to Township residents:

- Emergency Management
- Environmental Sustainability
- Garbage and Recycling
- Library
- Long Term Care
- Museum and Archives
- Planning and Development
- County Roads



Transportation
(Road Construction and Maintenance, Sidewalks, Street Lighting, Winter Maintenance, Bridges & Culverts, Fleet Management)



Message from the Mayor



MAYOR ANDY LENNOX

Building a Thriving Future Together

The word "community" originates from the Latin "communitas," meaning unity and equality. This spirit is the foundation of Wellington North, where tradition meets progress, and the dedication of our residents shines through everything we do.

In 2024, Wellington North took important steps toward ensuring a thriving, inclusive, and sustainable future for everyone. Council began implementation of its Strategic Plan and developed and adopted a new Growth Management Action Plan, and Asset Management Plan. Together, these initiatives reflect our shared commitment to the prosperity, growth and quality of life for our community. They are also our blueprint to ensure Wellington North remains a place where people come together, care for each other, and work toward a common vision.

The Strategic Plan outlines our goals for fostering a safe, sustainable, and welcoming community that honours our heritage while moving toward a vibrant future. Our Growth Management Plan ensures that as we expand, we do so thoughtfully, balancing growth with the character and beauty of our township. The Asset Management Plan provides a roadmap for maintaining and enhancing the infrastructure and services that make Wellington North an outstanding place to live, work, and play.

Together, these plans guide our efforts as we build a strong local economy, protect our natural landscapes, and provide exceptional services. Whether you're a lifelong resident or new to the area, we're committed to making Wellington North a place where all are welcomed, valued, and supported.



Mayor Andy Lennox and Wellington North councillors cut the 25th anniversary cake.

I look forward to working with staff, Council, and our community partners to make Wellington North the very best it can be. While there are challenges ahead, I am confident that together we can find innovative, collaborative, and meaningful solutions.

Finally, I want to congratulate and thank everyone who contributed to making 2024 a fantastic year for Wellington North. The accomplishments outlined in this Year in Review wouldn't have been possible without the dedication and partnership of our staff, Council, and the community as a whole.

Congratulations and Thank You!



The Mount Forest Lions pledged \$250,000 to the new Mount Forest Outdoor Pool in June.

Program Highlights

The following section includes some highlights of the projects and initiatives that were completed as part of the 7 core programs that the Township delivers.

The 2024 Year in Review provides an overview of the Township's accomplishments during the past fiscal year.

SERVING YOU IN 2024

Governance and Civic Engagement

- Wellington North made progress on three plans in 2024 that will help guide the Township in the coming years: Implementation of the Strategic Plan and the development and adoption of the Asset Management Plan, and Growth Management Action Plan.
- Approximately 450 people participated at two Volunteer and Newcomer Celebrations – The Township wants to thank all those who make our community better and offer a warm welcome to those joining us here in Wellington North!
- Created a Township communications working group to facilitate increased engagement with the community through enhanced communications in response to feedback during the 2023 Strategic Plan process.
- Continued to advocate for Township priorities through delegations at the Rural Ontario Municipal Association, Association of Municipalities of Ontario, and through other Provincial Ministry meetings and Environmental Registry of Ontario submissions. This included advocating for the preservation of agriculture, funding for the Mount Forest Aquatics Centre, and Connecting Links funding.
- Developed a new Municipal Feedback Policy to receive, track and respond to feedback from the community on Township services and initiatives.

Corporate Services

- Made significant upgrades to our IT infrastructure and network, more fully integrating, streamlining and modernizing the system for better functionality and security.
- Implemented mandatory monthly Cyber Security Training for all municipal Council and staff.
- Focused on the internal implementation of the strategic plan, developing working groups and engaging staff in the planning of key communication efforts.



Annual Mayor's Charity Bonspiel on November 21 in Mount Forest

- Undertook a Township values exercise and approved Wellington North CARES (Community, Accountability, Respect, Engagement, Sustainable).
- Continued moving toward an electronic document management system – digitizing over 30,000 records (up from 18,501 in 2023), making them easy to locate and instantly accessible.
- Partnered with the County of Wellington and surrounding municipalities for a Wellness Fair open to all employees promoting health and wellness.

Community Services

Programming:

- Opened the Arthur outdoor pool on June 3. With the early opening date, Township were able to offer more swimming lesson opportunities as well as provide the Swim to Survive Lifesaving Society program for Grade 3 students from seven local schools.
- Approximately 4,450 admissions at the pool this summer – not including lessons, day camps, or schools. Over 250 students registered for lessons.
- Introduced a Sensory Sensitive Swim on Tuesday and Thursday mornings, providing a calm environment for those with sensory sensitivities, seniors, special needs clients, and support workers. The program, which capped attendance at 25 per session and waived support worker fees, was well received with 65 attendees plus support workers this summer.



A new display case for memorabilia was installed at the Arthur Arena in March, with support from the Arthur and Area Historical Society.



Lifeguard at the Arthur Pool.

- Over 600 day camp spaces were offered through our summer day-camp program between Mount Forest, Arthur, and Damascus (new in 2024), over 8 sessions. These programs were at capacity most weeks, with a 95% average capacity.
- The new Damascus Day Camp Program for children aged 9 to 12 offered a mix of outdoor exploration, environmental education, and domestic skills, including traditional baking and canning.
- The Township of Wellington North employed 28 young seasonal staff members to operate the Aquatics and Day Camp programs in 2024.
- Staff continue to look for ways to enhance recreational opportunities. New summer recreation programming included pick-up lacrosse and ball hockey, which offered participants an opportunity to work on individual skills while promoting exercise and fun with peers.
- A roller-skating program was also offered during the summer months in 2024 at the Mount Forest and Sports Complex.
- Pickleball is growing in Wellington North, with eight weekly sessions in Arthur and Mount Forest, attracting around 100 players weekly, including experienced, young, and special needs players.

Facilities:

- Further progress was made on the Mount Forest Outdoor Pool and Aquatics Centre. Stay tuned for more on this exciting initiative in 2025!
- Recreation facilities in Arthur received several upgrades; a new Olympia ice resurfacing machine, new controller for the ice plant, repaired the catch basin at the arena, replaced spectator heaters, upgraded sound system in the Lower Hall, and a new chemical feeder for the Arthur pool.
- A new display case was installed at the Arthur arena to showcase items from the Arthur and Area Historical Society.
- Arthur ball diamonds saw several upgrades, including a larger infield on A Diamond, topped up the infields of both A and B diamond, and thanks to the Arthur Optimist Club new dugouts were installed at A and B diamond.
- Upgrades at the Mount Forest and District Sports Complex, including the installation of accessible doors for the walking track, HVAC upgrades for the kitchen in the Community Hall, fresh paint on the dressing room hallway, and all stair safety lines were repainted..
- Additional upgrades in Mount Forest were completed at Murphy's Park (picnic tables and paint), new amenity at the Skate Park, new soccer netting at Dempsey Field, clay top up on the Donald Softball Diamond, and removal of all old fencing at the Mount Forest Fairgrounds.
- Completed fire safety plan updates for both the Arthur and Area Community Centre and the Mount Forest and District Sports Complex.
- Completed the design and received approval from the Bereavement Authority of Ontario to install cremation plots at the cemetery.
- Installed a new sign at the main entrance to the cemetery, refurbished the old sign and installed it at the chapel entrance, and repointed the brickwork on the raised bed.



Plenty of smiles at the Damascus Day Camp.

Annual Volunteer Celebration and Newcomer Welcome event on September 12, 2024



Program Highlights Continued

SERVING YOU IN 2024

Weddings

In 2024, the Township of Wellington North was honoured to officiate 12 weddings, from local ceremonies within our municipality to as far as Tobermory! It was a joy to join these couples in marriage, helping to solidify their commitment to one another. Our Township officiants endeavour to provide a welcoming and memorable experience for each couple and their guests. Whether the ceremonies were intimate or grand, they reflected the Township's dedication to fostering community and celebrating love.



The Township of Wellington North is proud to have played a role in these special moments and looks forward to continuing to unite and support couples in the years ahead.

Community:

- Township staff applied for 23 grants (federal, provincial, etc.) in 2024, with six applications approved as of December 9, 2024 resulting in \$1.2 million in funding for Township projects and programs.
- The Township was awarded a \$21,700 grant (Ontario Seniors Community Grant) allowing the Township to offer TechTours: Connecting Seniors Through Technology and Bus Adventures program. This program offers bus tours to local events, and a series of training opportunities for Seniors looking to become more comfortable and safer using technology.
- Partnered with the Town of Minto and Town of Hanover to receive a \$35,000 grant (Tourism Growth Program) allowing the Township to offer the sold-out Saugeen Cultural Bus Tour in October, assist with Culture Days events, and launch the Driftscape app to help attract tourists and visitors to our region.
- Received a Canada Summer Jobs grant to provide funds for five seasonal roles for summer programming.
- Received a \$1 million grant (Connecting Links Program) to assist with the Reconstruction of Smith Street project in Arthur.
- Received a \$25,000 grant (County of Wellington Economic Development) to assist with the delivery of Business Retention and Expansion activities, including Your Town Rising tours in Mount Forest and Arthur.
- 41 organizations received \$82,635 in grants and donations under the Township's Community Development Fund.
- The Township's Community Grants and Donations Fund was revamped for 2025, ensuring Council's priorities in supporting project and event-based initiatives are met. A total of \$36,665.49 (\$20,000 in cash donations, \$16,665.49 in fee waivers) for 31 organizations were approved by Council for 2025.

Congratulations!

to the Wellington North winners of the 2024 Ontario Volunteer Service Award!

- Janice Benson
- Paula Coffey
- Linda Hruska
- Gabriella Kuhlmann
- Rebekah McDougall
- Jeff McKee
- Daphne Rappard



The Arthur Vipers U11 team was recognized by Council as part of its Outstanding Achievement in Sports Program.

- Council introduced the Recognition of Outstanding Sports Achievements Program, which honoured 7 teams and four individual athletes for their accomplishments in 2024.
- Supported the Mount Forest Community Garden with a \$1,000 grant through the Grants and Donations Community Development Fund, as well as funded the Community Gardens Cultivator position.
- Staff worked with the Mount Forest Aquatics Ad-Hoc Advisory Committee on fundraising efforts for the new Mount Forest Outdoor Pool. In June, the Mount Forest Lions Club pledged \$250,000 over five years to the project, and the Mount Forest Legion pledged \$2,500 to the project in December.

Culture:

- The winners of the 25th Anniversary of Amalgamation Art Contest were announced in August: Elizabeth Laros, Natalia Skorupska and Jennifer Baia. Congratulations!
- 22 Cultural Moments were delivered at 2024 Council Meetings, bringing the total number of Cultural Moments shared since the program began in 2012 to 161. Since March, the Cultural Moment has been shared via video at Council, on YouTube and social media, garnering more than 16,700 views in 2024.
- Cultural Grants and Funding program approved grants to the Four Corners' Quilters Guild, Arthur St. Andrew's Presbyterian Church's 150th anniversary celebrations.
- Wellington North Culture Days were held in September and October. Events included Metz Pumpkinfest, Saugeen Culture Bus Tour, and the Artisan Showcase, among others.

Events:

- Volunteer Celebration and Newcomer Welcome, hosted in April in Arthur, was attended by approximately 225 people.

- 25th Anniversary BBQ and Open House held in Kenilworth in June, was attended by more than 300 people.
- Arthur Canada Day celebrations
- The Mount Forest Fireworks Festival was a blast in July!
- Volunteer Celebration and Newcomer Welcome hosted in September, in Mount Forest, was attended by approximately 225 people.
- Second Annual Artisans Showcase was held in October.
- The sold-out Saugeen Culture Bus Tour was hosted on October 26; a partnership with the Hanover Cultural Roundtable and Minto Cultural Roundtable, and made possible by an investment from the Government of Canada through the Federal Economic Development Agency for Southern Ontario (FedDev Ontario).



Three sold-out buses took part in the Saugeen Culture Bus Tour, October 26.

- Two sold-out Seniors Bus Tours (December 1 to see the Grey Wellington Theatre Guild's 'Anne of Green Gables' in Harriston, and December 18 to see the MooreBand Holly Jolly Christmas Show in Drayton). Bus transportation to these events was funded by the Province of Ontario's Seniors Community Grant.
- The second annual Mayor's Charity Bonspiel was held at the Mount Forest Curling Club in November, raising \$8,000 for local youth organizations and initiatives.
- The Mount Forest Louise Marshall Hospital Foundation Gala (facility partnership).

Environmental Protection

- A Public Information Centre was held as part of the ongoing Class Environmental Assessment for the Arthur Water System for Supply Redundancy and Storage.
- New watermain, water services, sanitary sewer services and storm sewer services were installed on Fergus Street between Wellington Street and Birmingham Street in Mount Forest. The road was fully urbanized complete with sidewalk installation (total project \$1.15 million investment).





Structure 9

Program Highlights *Continued*

SERVING YOU IN 2024

- Annual Ministry of Environment, Conservation and Parks (MECP) inspections of the Arthur and Mount Forest Drinking water systems resulted in final inspection ratings of 100% for the 17th year in a row with no non-compliances.
- An external audit of the Townships Drinking Water Quality Management System was conducted by a third party. There were no non-conformities and the Township maintains its Certificate of Accreditation.
- Performed thorough inspection and maintenance activities on above and below ground equipment at Well 4 in Mount Forest to optimize water supply life span.
- Participated in the Waterloo Wellington Children's Groundwater Festival providing water and wastewater education for elementary school students.
- Partnership for Ground Water Modelling project (Phase 1) with Township of Wellington North, Township of Mapleton and Town of Minto in consultation with Source Water Protection to establish and amend wellhead protection areas required by the Clean Water Act. Project included the installation of a new monitoring well in Arthur.
- The Arthur Spheroid Water Tower was drained for cleaning and inspection and returned to service. This activity is completed over a 3-year cycle.

- Updated CIP Program marketing tools with A-frame business signage, new rack cards, window decals and CIP funding packages.
- 400+ Grade 9 and 10 students attended the 3rd annual Explore your Future In Wellington event at the Arthur and Area Community Centre in April.
- Held a Mayor's Roundtable at the Mount Forest and District Sports Complex in April. Six of Wellington North's largest companies were represented with a total of 17 attendees.
- Support and Advancement of Women programs continued with online webinars, celebration of International Women's Day and sponsorship of WOWSA initiatives (Women of Wellington Saugeen Area).
- Produced a Wellington North Community Guide 2024 - 2026 in partnership with the Mount Forest and Arthur Chambers of Commerce.
- Piloted a Business Resource Speed Networking event for all Wellington North employers at the Arthur and Area Community Centre in October.
- Your Town Rising Events in Arthur and Mount Forest. These events saw consultants walk the downtown cores with residents and business owners, followed by a presentation from the consultants with recommendations on how to improve the appearance of the downtown core.
- Continued discussions on future employment areas between Wellington North, West Grey and the Counties of Wellington and Grey.

Development

Economic Development:

- Wellington North Farmers' Market in Mount Forest opened for its 12th year. Future plans include working towards an exciting new location in Mount Forest.
- Youth Entrepreneurship program – Student Start Up Program (SSUP) celebrated its 5th year. Nine Wellington North youth were among the 50 participants across the Saugeen Region.
- 11 Community Improvement Plan (CIP) applicants received \$26,110 in funding to assist with signage, façade upgrades, and other business improvements.

Paving of the newly reconstructed Smith Street in Arthur.



Transportation

- Completed the resurfacing of Smith Street in Arthur, which included the installation of a Pedestrian Crossover at the intersection of Smith Street and Conestoga Street. This project was 90% funded by the Ministry of Transportation's Connecting Links program. The Ministry provided us with \$1,056,123 towards this rehabilitation project.



New sidewalk on Dublin Street, Mount Forest.

- Completed the reconstruction of Fergus Street North between Wellington Street and Birmingham Street in Mount Forest, which included full watermain replacement, new services from main to property line, roadway urbanization with new sidewalk (\$1.15 million investment).
- Completed the installation of Wellington North's first Pedestrian Crossovers at the intersections of: Smith Street and Conestoga Street in Arthur; Main Street and Durham Street in Mount Forest.
- Completed the bridge replacement on Sideroad 3E between Concession 4 N and Concession 6 N (\$1.46 million investment).
- Wells Street East Culvert Replacement in Arthur was tendered and awarded (construction in 2025).
- Completed the construction of Structure 2023 and Culvert on Sideroad 10 E (\$495,000 investment).
- 2024 Pavement Rehabilitation Program saw three rural road resurfacing projects: Concession 9 (between Sideroad 5 to Sideroad 7 - 3.8km), Line 4 (Wellington Road 16 to east of Sideroad 15 - 4.8km), and Line 8 (Wellington Road 16 to Sideroad 13 - 1.9km). Urban surfacing of Page Street in Mount Forest and resurfacing of Medical Centre Parking Lot in Arthur (\$1.45 million investment).
- 2024 Sidewalk Program completed replacement of sidewalk on Wellington Street East (Fergus Street to Main Street) and Wellington Street East (Main Street to 100m westly), and Dublin Street (Waterloo Street to Princess Anne Street). (\$120,000 investment.)
- Rural rebuild of Sideroad 9E was completed.
- Developed a Site Alteration and Fill By-law to provide a clear regulatory framework for the importation and exportation within the Township to be considered in 2025.
- Developed and implemented a Service Connection Policy to provide guidelines for development that requires a connection to municipally owned infrastructure.

Public Safety

Wellington North Fire

Responded to approximately 438 calls between the Mount Forest and Arthur Stations. This included:

- 24 Fire
- 75 Rescue
- 113 Medical
- 9 Public Hazard
- 7 Other



Building

2024 was a busy year for the Building Department with:

- 285 building permits issued worth \$138,254,806 in construction value
- 91 residential building permits resulting in 124 new dwellings
- 30 industrial, commercial, institutional building permits
- 62 agricultural building permits
- 26 septic system permits
- 17 demolition permits

By-law Enforcement (City of Guelph Contract)

62 Property Standard complaints received, 51 resolved. As of December 2024, 11 complaints were open with by-law officers working towards compliance with property owners.

Ribbon crossing for a new crosswalk located at the corner of Main Street North and Durham Street in Mount Forest on Sept. 19, 2024.



Strategic Plan Overview

In October 2023, Council approved its Strategic Plan based on extensive consultation with Council, the community, and staff. For more information, visit: www.wellington-north.com.

This strategy identified the primary goal of building a safe, sustainable and welcoming community.

PRIORITY AREA

2024 was focused on implementing the strategic plan. The following highlights some of the main actions the Township took in 2024 to address its priorities:



Wellington North employees participated in the Day of Action on Litter, May 14

The Priority Areas

SUPPORTING THIS GOAL ARE:



Shape and support sustainable growth

- Council adopted the Growth Management Action Plan. The Plan will play a critical role in guiding how the Township manages population and infrastructure growth, supporting sustainable development across the Township.
- Council adopted the Asset Management Plan. This plan provides a framework for managing our assets (roads, bridges, facilities) in a sustainable and responsible way. It outlines the "infrastructure gap" that the Township will need to address over the long term in order to be fiscally sound as we grow.

Deliver quality, efficient community services aligned with the Townships mandate and capacity

- Developed a Township Service List that can be used for the basis of planning, business continuity and continuous improvement.
- Approved our Township's Accessibility Plan, developed Standard Operating Procedures for Accessibility and delivered a workshop to staff related to working with vulnerable populations.
- Worked with other area municipalities to investigate potential partnership opportunities for service delivery (for example: Procurement).
- Facility partnership for free feminine product distribution within township arenas.
- Finalized a 15-year lease agreement with the Arthur Optimist Club to maintain and operate the Arthur Optimist Town Hall (formerly known as the Senior Citizens Hall).
- Expanded the Fire Management Services partnership between Minto and Wellington North to include Mapleton – creating an innovative model that leverages professional competencies and delivers enhanced services to the community.
- Worked with the Mount Forest Green Team to pilot a local Tree Inventory App in Mount Forest.
- Team Wellington North joined more than 75 other volunteers at the Warden's Tree Planting to plant over 900 trees to naturalize an area near the headwaters of the Conestogo River in Arthur.



Members of the Mount Forest Green Team, Tree Trust, and Tober Tree Management pose beneath the foliage of an Amur cork tree, Mount Forest's first tree to be named Tree of the Year.

- Participating in the Saugeen Connects partnership with Minto, West Grey, Brockton, Hanover, Aaran-Elderslie, South Bruce and the Saugeen Economic Development Corporation.
- Partnered with several local businesses to create sponsorship opportunities for recreational programming, allowing free access to the indoor walking program, public skates and swims.
- Leveraged over \$125,000 to deliver services to the community, including funds for summer youth programming (Canada Summer Jobs); low-cost bus trips to local events for seniors (Seniors Community Grant); tourism opportunities such as the Saugeen Culture Bus Tour (Tourism Growth Program).

Enhance information sharing and participation in decision making

- Modified the design of the John Street Reconstruction Project in Mount Forest to reflect the community feedback received regarding potential impacts to trees.

- In response to feedback from residents during the Strategic Plan process, communications were enhanced in 2024. This resulted in significant growth in the Township's social media engagement and followers on all platforms (Facebook, X, Instagram, LinkedIn). Key metrics include a 79.1% increase in Facebook post reach, a 482.8% increase in Instagram post reach, and a notable rise in interactions and followers across various platforms.
- Continued to post all videos from open sessions of Council to the Township's YouTube page.
- More than 275 news articles were published by local media (online and print) regarding the Township in 2024, highlighting everything from Council meetings to Township events.



Warden's Tree Planting in Arthur, October 2

What's Next

It's an exciting time in Wellington North!

Interested in getting Involved?

Visit our website www.wellington-north.com

Stay tuned for more information on:

- Updating our planning and funding framework;
- Continuing to improve our services – like enhancing recreation opportunities for people of all ages and abilities;
- New opportunities for the community to shape the work the Township does (key projects and decisions);
- Exploring new partnerships that allow us to leverage our collective talents and resources; and Celebrating our successes!



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519.848.3620

www.wellington-north.com



**Ministry of
Transportation**

Office of the Minister
777 Bay Street, 5th Floor
Toronto ON M7A 1Z8

Tel: 416 327-9200

**Ministère des
Transports**

Bureau du ministre
777, rue Bay 5^e étage
Toronto ON M7A 1Z8

Tél : 416 327-9200



January 27, 2025

107-2024-3249

His Worship Andy Lennox
Mayor
Township of Wellington North
Email - alennox@wellington-north.ca

Dear Mayor Lennox:

I am pleased to advise you that the Township of Wellington North has been selected for funding through the Ministry of Transportation's 2025-26 Connecting Links Program. You may proceed with your project upon receipt of this letter subject to the conditions noted below.

The ministry's maximum provincial contribution for your project is \$1,651,711 towards the Resurfacing of Main Street (Highway 6) (Mount Forest).

Ministry staff will follow up with your municipality to provide the contribution agreement and discuss the milestones and other requirements that must be met. The contribution agreement needs to be signed and returned to the ministry within two months of receipt. The ministry will require a signed agreement, accompanied with a council resolution before funding can be provided; however, as noted above, you may proceed with your project upon receipt of this letter. Any eligible costs incurred on or after April 1, 2025, will be reimbursable through the payment and reporting process after the contribution agreement has been signed by both parties.

I look forward to continuing our cooperative relationship and wish you success with your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Prabmeet Singh Sarkaria".

Prabmeet Singh Sarkaria
Minister of Transportation

c. Brooke Lambert, CAO, Township of Wellington North,
blambert@wellington-north.com



Committee Report

To: Chair and Members of the Planning Committee
From: Karen Chisholme, Climate Change and Sustainability Manager
Date: Thursday, November 14, 2024
Subject: **Home Energy Efficiency Transition Programme Design**

Background:

Following the Home Energy Efficiency Transition (HEET) Background Report presented in [October 2024](#), attached is the HEET Programme Design. This report provides guidance to successfully set up and delivery the HEET programme.

Key Features and Services

The programme will provide support for residential energy upgrades and climate resiliency improvements. Features will include:

- Financing and Incentives
- Homeowner Concierge Services
- Centralized Web Platform
- Climate-Ready Pathway Plan
- Low-Carbon Resilience Awareness and Capacity Building

Key elements of the features include:

- Local Improvement Charge (LIC) financing, attached to the property, not the homeowner.
- Simple transferable payments integrated into property tax bill.
- Financing from \$10,000 up to \$80,000.
- Repayment terms up to 20 years.
- Advance disbursements (50% of estimated project total to maximum of \$20,000).
- Competitive fixed interest rate (to be negotiated with Federation of Canadian Municipalities) leveraging the County's borrowing power.
- No repayment penalty.
- Administration fee (3% of financing value, minimum \$450).
- Access to knowledgeable and experienced advisors at no cost to applicants.
- "One-stop-shop" online portal to streamline application, review, and communications between applicants, concierge service, County, and member municipalities.
- Individualized plans to help homeowners plan their upgrades and support discussions with contractors.
- Inclusion of resiliency measures to reduce risk and damages from extreme weather events.
- Climate risk and resiliency training for local contractors and energy advisors.
- Opportunity for programme re-entry (to be confirmed).

Consumer Protections

A critical component of a successful home retrofit programme is inclusion of consumer protection measures to ensure the outcomes of the upgrades are well-suited to the participants financial circumstances. The HEET programme includes the following consumer protections:

- Ability to pay – Property tax, mortgage, and water bill (where applicable) payment status as indicator of financial health.
- Transparency – Conveyance of programme disclosures so applicants understand the implications and risk.
- Fraud prevention – Clear marketing and communications guidelines for programme delivery partners and verification of contractor licenses and certifications.

It is important to recognize that the HEET programme is not for everyone. This is purposeful as there is great risk to some households to take on debt. Consumer protections will help identify those who may be at risk should they acquire debt. HEET is complementary to other programmes and loan facilities such as the Energy Affordability Programme, Winterproofing Programme, Ontario Renovates, home equity loans, Canada Greener Homes Grant (expected to re-open in 2025), etc.

There is opportunity to help support low- and medium-income (LMI) households through grants as part of the FCM funding proposal. Grants and incentives can be designed to

- support resiliency improvements,
- target support for LMI households (including waiving application fees, support for measures that reduce overall housing costs, etc.),
- support cold climate heat pump adoption,
- promote deep energy retrofits (e.g. performance-based incentives).

Participation Rates and Environmental Impacts

Modelling results show the HEET programme could support between 40 and 515 participants within the first four years. These results can be projected to estimate the annual uptake for each municipality (table 1). Under a moderate uptake scenario, Centre Wellington can expect approximately 20 projects per year.

Table 1: Estimated uptake by municipality, yearly average for first 4 years.

Uptake Scenarios – First 4 years (Yearly)	Township of Centre Wellington	Guelph/ Eramosa Township	Township of Wellington North	Town of Erin	Township of Mapleton	Town of Minto	Township of Puslinch
Low	3	2	1	1	1	1	1
Medium	19	10	7	10	7	6	7
High	37	20	14	19	13	11	14

Source: Dunsky Climate + Energy. 2024

Based on programme uptake, environmental impacts can be estimated. The cumulative energy savings over the first four years under a moderate uptake scenario is estimated to be 54,410 GJ (table 2). The

cumulative greenhouse gas emissions savings under the same scenario is estimated to be 2,080 tCO_{2e} (table 3). This is equivalent to carbon sequestered by 34,400 tree seedlings grown over 10 years ([USA EPA](#)).

Table 2: Estimate energy savings (GJ)

Uptake Scenario	Average Annual Energy Savings		Total Cumulative Energy Savings	
	Years 1-4	Year 1-10	Years 1-4	Years 1-10
Low	2,075	4,565	8,300	45,655
Moderate	13,600	29,925	54,410	299,260
High	26,340	57,950	105,365	579,500

Source: Dunsky Energy + Climate. 2024

Table 3: Estimated GHG savings (tCO_{2e})

Uptake Scenario	Average Annual GHG Savings		Total Cumulative GHG Savings	
	Years 1-4	Years 1-10	Years 1-4	Years 1-10
Low	110	245	450	2,460
Moderate	520	1,140	2,080	11,420
High	1,020	2,250	4,085	22,470

Source: Dunsky Energy + Climate. 2024

Preliminary Budget

The following high-level estimate of the HEET programme's operating and capital budget (for moderate uptake scenario) will help prepare the County's funding application to FCM.

Table 4 shows the estimated funding needed to administer the programme during the first four years. Table 5 suggests the contributions from different parties and revenue sources. FCM funding requires that 20% of the programme's total eligible costs be covered by non-FCM sources.

Table 4: Preliminary HEET budget

Program Expenditures	Start up	Year 1	Year 2	Year 3	Year 4	Total
Operation costs	\$317,375	\$394,820	\$432,800	\$332,800	\$452,800	\$1,930,600
Fee subsidy for income qualified households	\$0	\$5,595	\$5,595	\$5,595	\$5,595	\$22,380
Program incentives	\$0	\$544,680	\$544,680	\$363,120	\$363,120	\$1,815,600
Allowance for doubtful accounts	\$0	\$45,100	\$45,100	\$45,100	\$45,100	\$180,400
Homeowner financing	\$0	\$2,576,300	\$2,576,300	\$2,576,300	\$2,576,300	\$10,305,200
Total expenditures	\$317,375	\$3,566,495	\$3,604,475	\$3,322,915	\$3,442,915	\$14,254,180

Table 5: Sources of funding to cover the programme budget

Sources of Funding	Year 1 ¹	Year 2	Year 3	Year 4	Total
County (loan capital)	\$676,410	\$676,410	\$676,410	\$676,410	\$2,705,640
Application fee	\$37,600	\$37,600	\$37,600	\$37,600	\$149,200
GMF (grant)	\$1,270,275	\$990,875	\$709,315	\$829,315	\$3,799,780
GMF (loan)	\$1,899,890	\$1,899,890	\$1,899,890	\$1,899,890	\$7,599,560
Total funding	\$3,883,875	\$3,604,475	\$3,322,915	\$3,442,915	\$14,254,180
% loans in grant (GMF)	67%	52%	37%	44%	50%
% covered by non-GMF sources	18.4%	19.8%	21.5%	20.7%	20.0%

Source: Dunsky Energy + Climate. 2024

The County's contribution will be in the form of a loan to be recovered over the loan terms period.

An allowance for doubtful accounts (i.e. Loan Loss Reserve) is required by FCM. This credit enhancement tool pools funds to cover a portion of losses from homeowner financing defaults. In the event of default, the County can draw on the allowance for doubtful accounts to avoid foreclosure and tax sale process.

Start Up Plan

The start up period (2025) will include close collaboration between the County and member municipalities, as well as the programme administrator (concierge service provider) once retained. The start up period will include, but is not limited to, the following:

- **Council and funding commitment** – Both the County and member municipalities will need to secure Council endorsement. Funding commitment will need to be acquired from County Council. Member municipalities will need to adopt relevant legislation prior to programme launch.
- **Application to FCM Community Efficiency Financing programme.**
- **Resourcing** – The County will need to retain a programme administrator (third party) and reengage with County and member municipality teams to notify them of activities they will be responsible for during the start up period. A staff position will be added in 2026, funded by the FCM grant.
- **Legal and financial activities** – The County will work with a lawyer to draft a LIC by-law template which will be shared with member municipalities for Council adoption. The County will also work with finance team and member municipalities to finalize the term sheet and work out processes and procedures to store and share data, transfer funds, monitor performance of LICs, and conduct budget reconciliation. An agreement between the County and member municipalities will be required. The County will establish a Loan Loss Reserve account and communicate the terms and conditions to the member municipalities.
- **Programme Infrastructure** – The County will work with the programme administrator to establish backend infrastructure and website.

¹ Year 1 includes the program start-up and the first full year of the program.

- **Delivery partner engagement** – The County, member municipalities and programme administrator will work together to finalize the programme’s processes and procedures, create alignment and offer support and training. The County will work with local energy auditors, contractors, and other potential delivery partners to communicate the details of the programme.
- **Marketing and Outreach** – The programme administrator will be responsible for developing a complete marketing and outreach plan for the programme along with promotional and website content and materials.

Programme Launch Timelines

The programme is expected to launch in early 2026. The timeline assumes the County will be comfortable incurring costs prior to receiving funding confirmation from FCM. These costs largely include staff time, legal review, programme administrator costs, and funding to support member municipality efforts during the start up phase. FCM review and contracting process can last over a year.

The timeline is illustrated in Figure 1.



Figure 1: Illustrative programme timelines (Source: Dunsky Energy + Climate. 2024)

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Making the best decisions for the betterment of the Community

Recommendation:

That Staff be directed to pursue funding from Federation of Canadian Municipalities Green Municipal Fund Community Efficiency Financing programme in support of the HEET programme implementation; and

That staff be directed to commence acquisition of services to support programme start-up; and

That the CAO, Clerk and Treasurer be delegated authority to negotiate with FCM to a maximum County loan contribution of \$2,700,000; and

That the 2025 Budget and 10-Year Plan include the implementation of the HEET programme.

Respectfully submitted,

A handwritten signature in black ink that reads "KChisholme". The signature is written in a cursive, flowing style.

Karen Chisholme
Climate Change and Sustainability Manager

In consultation/approved by:

Aldo Salis, Director, Planning and Development
Ken DeHart, County Treasurer
Scott Wilson, Chief Administrative Officer

Attachment: Home Energy Efficiency Transition Programme Design Final

To: Selection Committee – Federation of Canadian Municipalities
24 Clarence Street
Ottawa ON K1N 5P3

January 13, 2025

RE: Intent to register local improvement charge by-law in support of Wellington County's Home Energy Efficiency Transition (HEET) programme.

Dear Selection Committee,

I am writing to express our support for Wellington's County's application to the Federation of Canadian Municipalities' Community Efficiency Financing Fund. As a local municipality in Wellington County, the Township Wellington North is committed to supporting initiatives that promote energy affordability and combat climate change, and we believe that the HEET programme will help us achieve these goals. HEET is an important initiative that will provide financial assistance to homeowners in Wellington County who wish to make energy-efficient upgrades to their homes. By reducing greenhouse gas emissions in the residential sector, we can move closer to achieving our community's net-zero targets and support energy affordability.

We understand that Wellington County has already committed \$2.7 million in loan funds to support the programme, and we are pleased to express our willingness to use our Local Improvement Charge (LIC) mechanism as the method of recovering the loans from homeowners. We recognize that this mechanism is a proven and effective way of recovering the cost of loans while ensuring that homeowners can make the necessary energy efficiency upgrades.

We hope that our letter of intent will help demonstrate the broad-based community support for the programme and aid in the successful approval of the application to the Federation of Canadian Municipalities' Community Efficiency Financing Fund. Please contact us if you have any questions or require further information.

Sincerely,

Andrew Lennox
Mayor
Township of Wellington North

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

BY-LAW NUMBER 006-2025

BEING A BY-LAW TO AMEND BY-LAW NUMBER 6000-2023, A BY-LAW TO REGULATE THE PARKING OR STOPPING OF VEHICLES ON HIGHWAYS, PUBLIC PARKING LOTS AND IN SOME INSTANCES, PRIVATE PROPERTY WITHIN THE TOWNSHIP OF WELLINGTON NORTH.

WHEREAS the Council of The Corporation of the Township of Wellington North deems it expedient amend the parking by-law.

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

1. **THAT** Schedule “E”, No Parking Zones to By-law No. 6000-2023 be amended as follows:

Add:

No Parking Certain Times – Arthur, Any Municipal Parking Lot, from November 1st to March 31st between 2 a.m. to 6 a.m.

No Parking Certain Times – Mount Forest, Any Municipal Parking Lot, from November 1st to March 31st between 2 a.m. to 6 a.m.

Durham Street West, south side, from Normanby Street North to a point ±14m east of Normanby Street North.

Normanby Street North, west side, from Durham Street West to a point ±14m south of Durham Street West.

2. **THAT** Schedule “I”, Time Limited Parking Zones to By-law No. 6000-2023 be amended as follows:

Add:

Walton Street, north side, from Conestoga Street to a point ±110m east of Conestoga Street from 8 am to 9 am and 3 pm to 4 pm.

Walton Street, south side, from Arthur Public School exit access to a point ± 20 m east of Arthur Public School exit access from 8 am to 9 am and 3 pm to 4 pm.

Walton Street, south side, from Arthur Public School exit access to a point ± 20 m west of Arthur Public School exit access from 8 am to 9 am and 3 pm to 4 pm.

3. **THAT** Schedule “G” School Bus Loading Zones to By-law No. 6000-2023 be amended as follows:

Deletion:

Parkside Drive, east side, between York Street and +35 metres south of Queen Street East.

Wellington Street East, north side, between +33 metres east of Fergus Street and +70 metres west of Egremont Street.

4. **THAT** this by-law shall come into force and take effect upon the signing of this By-law.

READ AND PASSED THIS 10TH DAY OF FEBRUARY, 2025.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



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

CULTURAL MOMENT FOR FEBRUARY 12, 2025 CELEBRATES "SAUCY" SYLVIA CADESKY

"Saucy" Sylvia Cadesky, born on July 27, 1920 in Owen Sound and raised in Mount Forest, had the potential to become a professor of German at any university, but she chose a different path. While completing her degree in modern languages in the late 1930s, Sylvia sang in Toronto clubs on weekends to earn extra money. This experience opened up another avenue for her. When she received a full scholarship to study German for her master's degree at Ohio State University, Sylvia accepted it but continued to perform in clubs and hotels in Akron and Cincinnati.

An irresistible offer soon came her way. Radio WLW in Cincinnati, known as the "Nation's Station" and a "Star Maker," offered Sylvia a position as a staff vocalist. Following in the footsteps of singers like Rosemary Clooney and Doris Day, Sylvia accepted the offer and embarked on a 70-year career in entertainment. Her mother, Tillye Cadesky, who had given Sylvia her first piano lessons while growing up in Mount Forest, must have been both proud and thrilled.



"Saucy" Sylvia Cadesky in 1962.

By 1946, Sylvia was hosting a coast-to-coast broadcast eight times a week. She played her own piano accompaniments and chatted informally with her radio listeners in a charming manner. Her bubbling laughter traveled along the airwaves into people's homes, endearing her to many.

Radio brought Sylvia into the company of legends like Ella Fitzgerald and Duke Ellington. Invited by Ellington to join his orchestra, she accepted and performed with them for five years. During her time in Arizona, a promoter billed her as "Saucy Sylvia" on the marquee, a name she has used ever since. Sylvia also discovered her natural talent for comedy. Despite receiving international offers, she chose to stay close to her family and home.

Sylvia experienced two loving marriages and, although she did not have children of her own, she was surrounded by children and grandchildren who adored her. In 2002, Sylvia Cadesky was inducted into the Newport Jazz Hall of Fame, alongside Ella Fitzgerald. In 2014, she was inducted into the Rhode Island Radio Hall of Fame. Sylvia passed away on May 25, 2017, at the age of 96.

Sylvia's journey from a potential academic career to a celebrated entertainer is a testament to her versatility and talent. Her ability to connect with audiences through her music and humour left a lasting impact on the entertainment industry. Her story is one of passion, dedication, and the pursuit of a dream that brought joy to many.

Submitted by the Wellington North Cultural Roundtable

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

BY-LAW NUMBER 008-2025

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON
FEBRUARY 10, 2025**

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 February 10, 2025 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 AND PASSED THIS 10TH DAY OF FEBRUARY, 2025.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK