

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES 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
[February 10, 2025, Township of Wellington North Council Meeting \(youtube.com\)](https://www.youtube.com/watch?v=...)**

Members Present: Mayor: Andrew Lennox
Councillors: Lisa Hern
Steve McCabe
Penny Renken

Member Absent: Councillor: Sherry Burke

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
Senior Project Manager: Tammy Stevenson
Manager Environment and Development Services: Corey Schmidt
Compliance Analyst: Sara McDougall
Manager Recreation Community & Economic Development: Mandy Jones
Community Development Coordinator: Mike Wilson
Director of Fire Services: Chris Harrow
Deputy Fire Chief: Marco Guidotti
Deputy Fire Chief: Callise Loos
Manager of Development Planning: Curtis Marshall
Planner: Asavari Jadhav-Admane
Risk Management Official: Kyle Davis

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2025-034

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Agenda for the February 10, 2025 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No 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).

RESOLUTION: 2025-035

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:01 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).

CARRIED

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

RESOLUTION: 2025-036

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 1:56 p.m.

CARRIED

RESOLUTION: 2025-037

Moved: Councillor McCabe

Seconded: Councillor Renken

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.

CARRIED

RESOLUTION: 2025-038

Moved: Councillor McCabe

Seconded: Councillor Hern

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.

CARRIED

RESOLUTION: 2025-039

Moved: Councillor Renken

Seconded: Councillor Hern

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

CARRIED

O'CANADA

PRESENTATIONS

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

Mr. Van Ruven presented the replacement design summary for the Wellington Road 109 Bridges from Highway 6 to Sideroad 7 in the Township of Wellington North. He reviewed the project limits, MCEA Study completion, existing bridges, proposed improvements, construction methods, traffic management, and structure cost estimates.

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

RESOLUTION: 2025-040

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North recess the February 10, 2025 Regular Meeting of Council at 2:26 p.m. for the purpose of holding meetings under the Planning Act.

CARRIED

PUBLIC MEETING

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

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2025-041

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North resume the February 10, 2025 Regular Meeting of Council at 2:41 p.m.

CARRIED

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)

RESOLUTION: 2025-042

Moved: Councillor Renken

Seconded: Councillor Hern

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)

CARRIED

DEPUTATIONS

1. Helen Edwards, Program Coordinator, Seniors' Centre for Excellence, and Kay Ayres, local senior
 - Requesting Council approval of their request in the amount of \$10,000 to support the role of the ACE Coordinator role.

Helen Edwards appeared before Council to request that the Township of Wellington North support the Seniors Centre for Excellence (SCE) in the amount of \$10,000. This funding will support the role of the Active Connected and Engaged (ACE) Coordinator at the SCE who facilitates their virtual programming, social media sites, creates and edits the Heart & Soul of Wellington County newsletter. Virtual programming offers a wide variety of speakers and allows people to connect with others, especially those with mobility issues or who are no longer able to drive. The SCE received funding from a New Horizons Grant to create a calendar Ageing Well, Debunking the Myths.

They also received a Seniors Community grant for eighteen workshops across north Wellington

Kay Ayers expressed her gratitude for the Zoom meetings. She was involved in the calendar project, which produced 10,000 calendars. Last year's calendar focused on fraud and scams. Helen has held a wellness fair for the past two years with over two hundred people attending. There are monthly events at the Mount Forest Legion with a variety of programs and speakers. Kay stressed the importance to seniors of Council supporting the SCE and keeping seniors active and engaged.

RESOLUTION: 2025-043

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the verbal report of Helen Edwards and Kay Ayers of the Seniors Centre for Excellence;

AND THAT Council approve a \$10,000. grant to the Seniors Centre for Excellence.

CARRIED

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

No questions registered on agenda items.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, January 27, 2025

2. Special Meeting of Council, January 30, 2025

RESOLUTION: 2025-044

Moved: Councillor Hern

Seconded: Councillor McCabe

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.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No Business arising from previous meetings of Council.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

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

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2025-045

Moved: Councillor McCabe

Seconded: Councillor Hern

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:

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.

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.

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.

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.

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.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2025-046

Moved: Councillor Renken

Seconded: Councillor Hern

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.

CARRIED

RESOLUTION: 2025-047

Moved: Councillor McCabe

Seconded: Councillor Renken

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

CARRIED

RESOLUTION: 2025-048

Moved: Councillor McCabe

Seconded: Councillor Hern

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.

CARRIED

RESOLUTION: 2025-049

Moved: Councillor Hern

Seconded: Councillor Renken

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.

CARRIED

RESOLUTION: 2025-050

Moved: Councillor Renken

Seconded: Councillor McCabe

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.

CARRIED

Council directed staff to determine if it is feasible to clear the snow and maintain the track this winter. If it is not feasible this winter, that snow clearing of the track be included in the operational budget for the 2025-2026 winter work plan.

RESOLUTION: 2025-051

Moved: Councillor McCabe

Seconded: Councillor Hern

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.

CARRIED

RESOLUTION: 2025-052

Moved: Councillor McCabe

Seconded: Councillor Renken

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.

CARRIED

RESOLUTION: 2025-053

Moved: Councillor Renken

Seconded: Councillor Hern

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

CARRIED

RESOLUTION: 2025-054

Moved: Councillor McCabe

Seconded: Councillor Renken

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

CARRIED

RESOLUTION: 2025-055

Moved: Councillor Renken

Seconded: Councillor McCabe

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.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

No community group meeting program reports.

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.

RESOLUTION: 2025-056

Moved: Councillor Hern

Seconded: Councillor McCabe

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

CARRIED

CULTURAL MOMENT

- Celebrating "Saucy" Sylvia Cadesky

CONFIRMING BY-LAW

RESOLUTION: 2025-057

Moved: Councillor Renken

Seconded: Councillor Hern

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.

CARRIED

ADJOURNMENT

RESOLUTION: 2025-058

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Regular Council meeting of February 10, 2025 be adjourned at 3:59 p.m.

CARRIED

Signed by: 
 88AF06F00B204A8...

MAYOR

DocuSigned by: *Karren Wallace*
 F68A115C71324C9...

CLERK