



The Corporation of the County of Wellington
County Council
Agenda

Thursday, March 27, 2025

10:00 am

Council Chambers

Pages

1. **Call to Order**
2. **O Canada**
3. **Warden's Remarks**
4. **Roll Call**
5. **Declaration of Pecuniary Interest**
6. **Confirmation of Council Minutes - Councillor Watters**
 - 6.1 February 27, 2025
7. **Resolution to Permit Presentations and Delegations - Councillor Cork**
8. **Resolution First and Second Reading of By-Laws - Councillor Lloyd**

5919-25 - A by-law to appoint individuals to sign cheques written or electronic fund transfers on County of Wellington bank accounts, and to repeal by-law 5686-20.

5920-25 - A by-law to authorize the borrowing upon 10-year instalment debentures in the aggregate principal amount of \$8,250,000.00 for the purposes of the Corporation of the County of Wellington.

5921-25 - A by-law to adopt Amendment No. 122 Audrey Meadows Development to the Official Plan of the County of Wellington.

5922-25 - A by-law to enter into expropriation settlements (7024 Wellington Road 124 and 5061 Wellington Road 32, Township of Guelph-Eramosa).

5923-25 - A by-law to confirm the proceedings of the Council of the Corporation of the County of Wellington at its meeting held March 27, 2025.
9. **Resolution Moving Council into Committee of the Whole - Councillor Dehn**
10. **Closed Meeting - Councillor Ballantyne**

3 - 10

(Agenda emailed under separate cover)

- 11. Report from Closed Meeting - Warden White**
- 12. Committee Minutes and By-Laws For Action**
 - 12.1 Roads Committee - March 11 11 - 38
 - 12.2 Solid Waste Services Committee - March 11 39 - 47
 - 12.3 O.P.P. Detachment Board- March 12 48 - 92
 - 12.4 Joint Social Services & Land Ambulance Committee- March 12 93 - 112
 - 12.5 Information, Heritage and Seniors Committee - March 12 113 - 175
 - 12.6 Planning Committee - March 13 176 - 208
 - 12.6.1 Public Meeting Minutes - Official Plan Amendment (OPA) 126 Urban Boundary Expansions 209 - 212
 - 12.7 Economic Development Committee - March 18 213 - 274
 - 12.8 Administration, Finance and Human Resources - March 18 275 - 352
- 13. Proposed By-Laws Resolution to Refer to Council - Councillor Turton**
- 14. Reports from Staff**
- 15. Correspondence for Council's Information**
- 16. Resolution that the Committee of the Whole Rise and Report - Councillor O'Neill**
- 17. Resolution to Adopt Action of Council in Committee of the Whole - Councillor Seeley**
- 18. Resolution for Third Reading of By-Laws - Councillor Cork**
- 19. Notice of Motion**
- 20. Adjournment**



The Corporation of the County of Wellington

County Council

Minutes

February 27, 2025
Council Chambers

1. Call to Order

At 10:00 am, the Warden called the meeting to order.

2. O Canada

Councillor Watters led Council in singing O Canada.

3. Warden's Remarks

Warden White welcomed everyone to the meeting.

4. Roll Call

Present: Warden Chris White; Councillors Matthew Bulmer, Campbell Cork, Mary Lloyd, Jeff Duncan, Michael Dehn, James Seeley, Steve O'Neill, David Anderson, Dave Turton, Earl Campbell, Diane Ballantyne, Shawn Watters, Doug Breen, Andy Lennox.

Regrets: Gregg Davidson

5. Declaration of Pecuniary Interest

Councillor O'Neill declared a conflict with the Community Grants contained in Item 12.6 Administration, Finance and Human Resources Committee Minutes. (Member of the Optimist Club of Arthur which has applied for a grant through the Community Grants Programme.)

Councillor Bulmer declared a conflict with the Community Grants contained in Item 12.6 Administration, Finance and Human Resources Committee Minutes. (Member of the Optimist Club of Puslinch which has applied for a grant through the Community Grants Programme.)

6. Confirmation of Council Minutes

1/3/25

Moved by: Councillor Turton

Seconded by: Councillor Watters

That the minutes of the Council meeting held on January 30, 2025 be confirmed as recorded and distributed.

Carried

7. Closed Meeting

2/3/25

Moved by: Councillor Ballantyne

Seconded by: Councillor Breen

That Council move into a closed meeting for the purposes of considering personal matters about an identifiable individual, litigation or potential litigation, advice that is subject to solicitor-client privilege, authority under another act, information explicitly supplied in confidence by Canada, a province or territory or a crown agency of any of them; trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence, which, if disclosed could reasonably be expected to prejudice the competitive position or interfere with the contractual or other negotiations of a person, group or organization, trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential money value.

Carried

8. Report from Closed Meeting

Warden White advised that the presentations for the George Bridge Economic Development Influencer Awards would be dealt with at this time.

9. Resolution to Permit Presentations and Delegations

3/3/25

Moved by: Councillor Lloyd

Seconded by: Councillor O'Neill

That persons desiring to address Council be permitted to do so.

Carried

9.1 2024 George Bridge Economic Development Influencer Awards

Former Warden George Bridge presented the 2024 George Bridge Economic Development Influencer Awards to the following recipients:

- Community Economic Development Influencer of the Year Award - Rick Whittaker
- Young Professional Economic Development Influencer of the Year Award - Laura Emery

9.2 Wellington County Experimental Acres Programme Award Received at the Economic Developers Council of Ontario (EDCO) Conference

Wellington County was presented with Economic Developers Council of Ontario (EDCO) Award of Excellence for Rural Economic Development for its Experimental Acres Programme, which was announced at the EDCO Conference's President's Dinner on Thursday, February 6. The prestigious award recognizes innovative, collaborative, distinctive achievements in economic development.

10. Resolution First and Second Reading of By-Laws

4/3/25

Moved by: Councillor Watters

Seconded by: Councillor Lennox

That by-laws 5915-25 to 5918-25 be taken as read a first and second time by the Clerk, and that they be given consideration in Committee of the Whole.

Carried

11. Resolution Moving Council into Committee of the Whole

5/3/25

Moved by: Councillor Cork

Seconded by: Councillor Breen

That Council now go into Committee of the Whole.

Carried

12. Committee Minutes and By-Laws For Action

12.1 Roads Committee

6/3/25

Moved by: Councillor Turton

Seconded by: Councillor Watters

That the February 11, 2025 Minutes of the Roads Committee be received and referred to Council for adoption.

Carried

12.1.1 Erin and Brucedale Garages Building Committee

7/3/25

Moved by: Councillor Turton

Seconded by: Councillor Watters

That the February 11, 2025 Minutes of the Erin and Brucedale Garages Building Committee be received and referred to Council for adoption.

Carried

12.2 O.P.P. Detachment Board

8/3/25

Moved by: Councillor Lennox

Seconded by: Councillor Watters

That the February 12, 2025 Minutes of the Wellington County O.P.P. Detachment Board be received and referred to Council for adoption.

Carried

12.3 Joint Social Services and Land Ambulance Committee

9/3/25

Moved by: Councillor Anderson

Seconded by: Councillor Lloyd

That the February 12, 2025 Minutes of the Joint Social Services and Land Ambulance Committee, be received and referred to Council for adoption.

Carried

12.4 Planning Committee

10/3/25

Moved by: Councillor Seeley

Seconded by: Councillor O'Neill

That the February 13, 2025 Minutes of the Planning Committee be received and referred to Council for adoption.

Carried

12.5 Economic Development Committee

11/3/25

Moved by: Councillor Duncan

Seconded by: Councillor O'Neill

That the February 18, 2025 Minutes of the Economic Development Committee be received and referred to Council for adoption.

Carried

12.6 Administration, Finance and Human Resources

Councillor Cork declared a conflict with the Community Grants contained in Item 12.6 Administration, Finance and Human Resources Committee Minutes. (Member of Lynes Blacksmith and Mount Forest Museum and Archives which have applied for grants through the Community Grants Programme.)

Councillor Dehn declared a conflict with Community Grants contained in Item 12.6 Administration, Finance and Human Resources Committee Minutes. (A member of the Wellington County Plowmen's Association who have applied for a grant through the Community Grants programme.)

Having declared a pecuniary interest related to 12.6 Community Grants, Councillors Bulmer, Cork, Dehn and O'Neill abstained from voting.

12/3/25

Moved by: Councillor Campbell

Seconded by: Councillor Ballantyne

That the February 18, 2025 Minutes of the Administration, Finance and Human Resources Committee, excluding item 6.9 Community Grants, be received and referred to Council for adoption.

Carried

13/3/25

Moved by: Councillor Turton

Seconded by: Councillor Anderson

That Item 6.9 Community Grants be approved.

Carried

13. Proposed By-Laws Resolution to Refer to Council

14/3/25

Moved by: Councillor O'Neill

Seconded by: Councillor Seeley

That by-laws 5915-25, 5917-25 and 5918-25 be considered and referred to Council for third reading.

Carried

14. Reports from Staff

There were no reports from staff.

15. Correspondence for Council's Information

There was no correspondence for Council's information.

16. Resolution that the Committee of the Whole Rise and Report

15/3/25

Moved by: Councillor Breen

Seconded by: Councillor Watters

That the Committee rise as Council to report and confirm the actions taken in Committee of the Whole.

Carried

17. Resolution to Adopt Action of Council in Committee of the Whole

16/3/25

Moved by: Councillor Dehn

Seconded by: Councillor Seeley

That the actions taken in Committee of the Whole today be confirmed by this Council and the Minutes of the Committees be adopted.

Carried

18. Resolution for Third Reading of By-Laws

17/3/25

Moved by: Councillor Cork

Seconded by: Councillor Lloyd

That by-laws numbered 5915-25, 5917-25 and 5918-25 be taken as read a third time by the Clerk and passed.

Carried

19. Notice of Motion

There were no notices of motion.

20. Adjournment

At 12:11 pm, the Warden adjourned the meeting until March 27, 2025 or at the call of the Chair.

Chris White - Warden

Jennifer Adams - County Clerk



Corporation of the County of Wellington

Roads Committee

Minutes

March 11, 2025

County Administration Centre

Keith Room

Present: Warden Chris White
Councillor Gregg Davidson (Chair)
Councillor Campbell Cork
Councillor Michael Dehn

Regrets: Councillor Dave Turton

Also Present: Councillor Diane Ballantyne
Councillor Jeff Duncan
Councillor Steve O'Neill

Staff: Jennifer Adams, County Clerk
Brittany Boomer, Infrastructure Technical Analyst
Philippe Campbell, Engineering Technologist
Pasquale Costanzo, Technical Services Supervisor
Ken DeHart, County Treasurer
Joe de Koning, Manager of Roads
Anita Kashani, Information Management Co-op Student
Kayla Martin, Engineering Technologist
Kevin Mulholland, Property and Construction Manager
Jackie Osti, Manager of Purchasing and Risk Management Services
Scott Wilson, CAO
Kelly-Ann Wingate, Purchasing and Risk Analyst

1. Call to Order

At 9:00 am, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Arthur Garage Construction Project - Status Report 13

1/3/25

Moved by: Councillor Dehn

Seconded by: Councillor Cork

That the Arthur Garage Construction Project - Status Report #13 be received for information.

Carried

4. Roads Financial Statements as of February 28, 2025

2/3/25

Moved by: Warden White

Seconded by: Councillor Dehn

That the Roads and Engineering Financial Statements as of February 28, 2025 be approved.

Carried

5. Plow Rigging Order

3/3/25

Moved by: Warden White

Seconded by: Councillor Cork

That staff be authorized to issue a purchase order to Viking-Cives Ltd., of Mount Forest for the purchase of the plow box/rigging assemblies at the quoted price of \$959,300.00 exclusive of HST @ 13%; and

That staff update the 2026 capital budget accordingly.

Carried

6. Tender Award - Bridge Replacements - Wellington Road 109

4/3/25

Moved by: Councillor Cork

Seconded by: Councillor Dehn

That County of Wellington Project No. CW2025-020 for the replacement of four bridges on WR 109 and asphalt rehabilitation in the Township of Wellington North as specified be awarded to Graham Bros. Construction Limited of Mississauga at the total tendered amount of \$16,241,455.59 exclusive of HST @ 13%; and

That the funding for this project be approved as set out in the Financial Summary; and

That staff be authorized to issue the Purchase Order for the contract; and

That the Warden and Clerk be authorized to sign the construction agreements.

Carried

7. Tender Award - Wellington Road 7 Asphalt Rehabilitation

5/3/25

Moved by: Warden White

Seconded by: Councillor Cork

That County of Wellington Project No. CW2025-012 for asphalt rehabilitation on Wellington Road 7 between Wellington Road 11 and Wellington Road 12 (Parker) in the Township of Mapleton as specified be awarded Brantco Construction of Cambridge, Ontario at the total tendered amount of \$1,502,839.30 exclusive of HST @ 13%; and

That the funding for this project be approved as set out in the Financial Summary; and

That staff be authorized to issue the Purchase Order for the contract; and

That the Warden and Clerk be authorized to sign the construction agreements.

Carried

8. Tender Award Pavement Overlay - Various Locations

6/3/25

Moved by: Warden White

Seconded by: Councillor Dehn

That County of Wellington Project No. CW2025-017 for pavement overlay (supply and place) on various County roads be awarded to Cox Construction of Guelph, Ontario at the total tendered amount of \$843,145.91 exclusive of HST @13%; and

That the funding for this project be approved as set out in the Financial Summary; and

That the Warden and Clerk be authorized to sign the construction agreements; and

That staff be authorized to issue the Purchase Order and necessary contracts.

Carried

9. Automated Speed Enforcement - Project Update #4

7/3/25

Moved by: Councillor Cork

Seconded by: Councillor Dehn

That the report Automated Speed Enforcement – Project Update #4 be received for information.

Councillor Cork proposed the following amendment.

8/3/25

Moved by: Councillor Cork

Seconded by: Warden White

That oversized signs be placed at all locations.

Carried

9/3/25

Moved by: Councillor Cork

Seconded by: Councillor Dehn

That the report Automated Speed Enforcement – Project Update #4 be received for information, as amended.

Carried

10. Automated Speed Enforcement – Additional Trial Locations

8/3/25

Moved by: Councillor Cork

Seconded by: Councillor Dehn

That the report Automated Speed Enforcement – Additional Trial Locations be received for information; and

That staff review and investigate the ten locations, as outlined in the report, for Automated Speed Enforcement and report back to the Roads Committee on the implementation status for these sites.

Carried

11. Adjournment

At 9:34 am, the Chair adjourned the meeting until April 8, 2025 or at the call of the Chair.

Gregg Davidson
Chair
Roads Committee



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Roads Committee
From: Kevin Mulholland, Construction & Property Manager
Date: Tuesday, March 11, 2025
Subject: Arthur Garage Construction Project - Status Report #13

Work completed to date	<ul style="list-style-type: none"> - Base contract Mech. & elec. installations are complete - All flooring (excl. epoxy) is complete - installation of epoxy on the cistern has been completed - interior glass installation is complete - site entrance gate installation is complete - ceramic has been completed - interior painting is finished - all millwork is complete - All remaining concrete floors have been poured
Work to be completed in the next month	<ul style="list-style-type: none"> - Framing of equipment shed will be completed (weather dependent) - Exterior painting will be completed (weather dependent) - Epoxy floor will be installed - Installation of stairs & railings will be complete - Painting touch ups will be completed - Installation of alternate HVAC system will begin - Consultants will complete their deficiency reviews & contractor will commence completion of them
Status of construction schedule	- Completion of alternate HVAC system scheduled for Apr/May 2025
C.O.'s approved since last meeting	0
Total change orders approved to date	0
Net value of C.O.'s approved to date	\$0.00

Recommendation:

Arthur Garage Construction Project - Status Report #13 be received for information.

Respectfully submitted,

Kevin Mulholland
Construction & Property Manager

In consultation with/approved by:
Scott Wilson, Chief Administrative Officer



Committee Report

To: Chair and Members of the Roads Committee
From: Jackie Osti, Manager Purchasing and Risk Management Services
Date: Tuesday, March 12, 2024
Subject: Plow Rigging Order

Background:

In January, Council approved the standardization of the Viking plow equipment for the plow fleet as a sole source vendor and authorized staff to negotiate plow rigging requirements directly with Viking-Cives Ltd., of Mount Forest through AMO's Canoe Procurement programme.

The Viking quote for 2026 snowplow builds include Force America 6100 series electric over hydraulic spreader and plow controls. These units will have stainless steel U bodies with dual augers in the main body and bi-directional cross augers to feed the dual spinners on either side of the truck. Front plows will be the large intake one way accompanied by a fully hydraulic wing with float function. All four builds are the same equipment.

Table with 4 columns: TRUCK CHASSIS + BOX/RIGGING, QTY, UNIT PRICE, TOTAL. Row 1: 2026 Viking-Cives Auger body with dual spinners, 4, \$239,825.00, \$959,300.00

Prices received for the plow truck and chassis with rigging equipment are within 2026 budgetary projections.

Recommendation:

That staff be authorized to issue a purchase order to Viking-Cives Ltd., of Mount Forest for the purchase of the plow box/rigging assemblies at the quoted price of \$959,300.00 exclusive of HST @ 13%; and

That staff update the 2026 capital budget accordingly.

Respectfully submitted,

Handwritten signature of Jackie Osti

Jackie Osti
Manager, Purchasing and Risk Management Services

In consultation with/approved by:

Ken DeHart, County Treasurer
Scott Wilson, CAO



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Roads Committee
From: Jackie Osti, Manager Purchasing and Risk Management Services
Date: Tuesday, March 11, 2025
Subject: Tender Award – Bridge Replacements – Wellington Road 109

Background:

Staff recently issued Project No. CW2025-020 a tender for the replacement of four bridges (B109123, B109132, B109133 and B109134) and road resurfacing between the structures on Wellington Road 109 in the Township of Wellington North.

The successful contractor will be responsible for determining the sequencing and scheduling of the four bridge replacements to meet the prescribed dates for various conditions and constraints in the project. The County will pay an incentive of \$100,000 for completing the replacement of bridges B109132, B109322 and B109134 before October 30, 2027. Traffic will remain open for the duration of the project.

On Tuesday March 4, 2025, five (5) submissions were received from Level I prequalified bridge and culvert contractors as follows, with pricing shown exclusive of HST @ 13%.

COMPANY NAME	TOTAL AMOUNT
Graham Bros. Construction Limited, Mississauga	\$16,241,455.59
McLean Taylor Construction Limited, St. Marys	\$18,022,311.22
Bot Engineering & Construction Ltd., Oakville	\$18,985,000.00
Looby Builders (Dublin) Limited, Stratford	\$19,014,271.87
Clearwater Structures Inc., Bowmanville	\$19,153,201.80

The tender submissions were in order and staff are recommending awarding the contract to Graham Bros. Construction Limited of Mississauga at the total tendered amount of \$16,241,455.59 exclusive of HST @13%.

The funding for this project is provided in detail in the attached Financial Summary.

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
 - Openness and transparency in the decisions that the County makes and how it conducts business.

Recommendation:

That County of Wellington Project No. CW2025-020 for the replacement of four bridges on WR 109 and asphalt rehabilitation in the Township of Wellington North as specified be awarded to Graham Bros. Construction Limited of Mississauga at the total tendered amount of \$16,241,455.59 exclusive of HST @ 13%; and

That the funding for this project be approved as set out in the attached Financial Summary; and

That staff be authorized to issue the Purchase Order for the contract; and

That the Warden and Clerk be authorized to sign the construction agreements.

Respectfully submitted,



Jackie Osti
Manager, Purchasing and Risk Management Services

In consultation with/approved by:

Don Kudo, County Engineer
Ken DeHart, County Treasurer
Scott Wilson, CAO

FINANCIAL SUMMARY – COMBINED PROJECT

COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE

Bid name: WR 109 Bridges
 Bid number: CW024-020

Project name: WR109 Bridges B109132,B109123,B109133,B109134
 Project number: 21120161/21140471/21110261/21110271

PROJECT COSTS

	Total
<u>Bid:</u>	
Tendered Cost	16,529,000
Professional fees	748,000
Contingency**	4,306,300
Actuals to date	
Professional fees	676,600
Contracted Construction	8,700
Utility Relocates	81,400
Bid to Award	22,350,000

* includes net cost to County of HST

PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Investing Canada Infrastructure Programme Grant	Current Fund	Roads Capital Reserve	Canada Community Building Fund	Ontario Community Infrastructure Fund
2022 Capital Budget	\$ 149,400		\$ 149,400			
2024 Capital Budget	\$ 5,100,000	\$ 4,160,000		\$ 940,000		
2025 Capital Budget	\$ 5,100,000			\$ 2,100,000	\$ 1,500,000	\$ 1,500,000
2026 Capital Budget*	\$ 12,000,600			\$ 9,570,600		\$ 2,430,000
Project Total	\$ 22,350,000	\$ 4,160,000	\$ 149,400	\$ 12,610,600	\$ 1,500,000	\$ 3,930,000

* 2026 Capital Budget not yet approved by Council

** Contingency is carried higher to match budget forecast to account for additional risk with tariffs, etc. Amount will be re-evaluated as part of the 2026 budget process

FINANCIAL SUMMARY
WR 109 CONESTOGO RIVER BRIDGE #6 B109132

COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE

Bid name: WR 109 Bridges
 Bid number: CW024-020

Project name: WR109 Conestogo River Bridge #6 B109132
 Project number : 21120161

PROJECT COSTS

	Total
<u>Bid:</u>	
Tendered Cost	4,697,000
Professional fees	187,000
Contingency**	1,205,600
Actuals to date	
Professional fees	676,600
Contracted Construction	2,400
Utility Relocates	81,400
Bid to Award	6,850,000

* includes net cost to County of HST

PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Investing Canada Infrastructure Programme Grant	Current Fund	Roads Capital Reserve
2022 Capital Budget	\$ 49,400		\$ 49,400	
2024 Capital Budget	\$ 5,100,000	\$ 4,160,000		\$ 940,000
Project Subtotal	\$ 5,149,400	\$ 4,160,000	\$ 49,400	\$ 940,000
2026 Capital Budget funding adjustment*	\$ 1,700,600			\$ 1,700,600
Revised cost and sources of funding	\$ 6,850,000	\$ 4,160,000	\$ 49,400	\$ 2,640,600

* Offset by reduction in 2026 Capital Budget Forecast for WR109 Bridge #4 and WR109 Bridge #10

** Contingency is carried higher to match budget forecast to account for additional risk with tariffs, etc. Amount will be re-evaluated as part of the 2026 budget process

FINANCIAL SUMMARY
WR 109 CONESTOGO RIVER BRIDGE #5 B109123

COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE

Bid name: WR 109 Bridges
 Bid number: CW024-020

Project name: WR109 Conestogo River Bridge #5 B109123
 Project number : 21140471

PROJECT COSTS

	Total
<u>Bid:</u>	
Tendered Cost	4,351,000
Professional fees	187,000
Contingency**	1,110,500
Actuals to date	
Contracted Construction	1,500
Bid to Award	5,650,000

* includes net cost to County of HST

PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Roads Capital Reserve	Canada Community Building Fund	Ontario Community Infrastructure Fund
2025 Capital Budget	\$ 5,100,000	\$ 2,100,000	\$ 1,500,000	\$ 1,500,000
Project Subtotal	\$ 5,100,000	\$ 2,100,000	\$ 1,500,000	\$ 1,500,000
2026 Capital Budget funding adjustment*	\$ 550,000	\$ 550,000		
Project Total	\$ 5,650,000	\$ 2,650,000	\$ 1,500,000	\$ 1,500,000

* Offset by reduction in 2026 Capital Budget Forecast for WR109 Bridge #4 and WR109 Bridge #10

** Contingency is carried higher to match budget forecast to account for additional risk with tariffs, etc. Amount will be re-evaluated as part of the 2026 budget process

FINANCIAL SUMMARY
WR 109 CONESTOGO RIVER BRIDGE #4 B109133

COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE

Bid name: WR 109 Bridges
 Bid number: CW024-020

Project name: WR109 Conestogo River Bridge #4 B109133
 Project number : 21110261

PROJECT COSTS

	Total
<u>Bid:</u>	
Tendered Cost	3,691,000
Professional fees	187,000
Contingency**	969,600
Actuals to date	
Contracted Construction	2,400
Bid to Award	4,850,000

* includes net cost to County of HST

PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Current Fund	Roads Capital Reserve	Ontario Community Infrastructure Fund
2022 Capital Budget	\$ 50,000	\$ 50,000		
	\$ 50,000	\$ 50,000	\$ -	\$ -
Funding Adjustments				
Original 2026 Capital Forecast	\$ 6,000,000		\$ 4,820,000	\$ 1,180,000
Updated Budget Estimates for 2026*	\$ (1,200,000)		\$ (1,200,000)	
Project Total	\$ 4,850,000	\$ 50,000	\$ 3,620,000	\$ 1,180,000

* Offsets funding adjustments required for WR109 Bridge #5 and WR109 Bridge #6

** Contingency is carried higher to match budget forecast to account for additional risk with tariffs, etc. Amount will be re-evaluated as part of the 2026 budget process

FINANCIAL SUMMARY
WR 109 CONESTOGO RIVER BRIDGE #10 B109134

COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE

Bid name: WR 109 Bridges
 Bid number: CW024-020

Project name: WR109 Conestogo River Bridge #10 B109134
 Project number : 21110271

PROJECT COSTS

<u>Bid:</u>	Total
Tendered Cost	3,790,000
Professional fees	187,000
Contingency**	1,020,600
Actuals to date	
Contracted Construction	2,400
Bid to Award	5,000,000

* includes net cost to County of HST

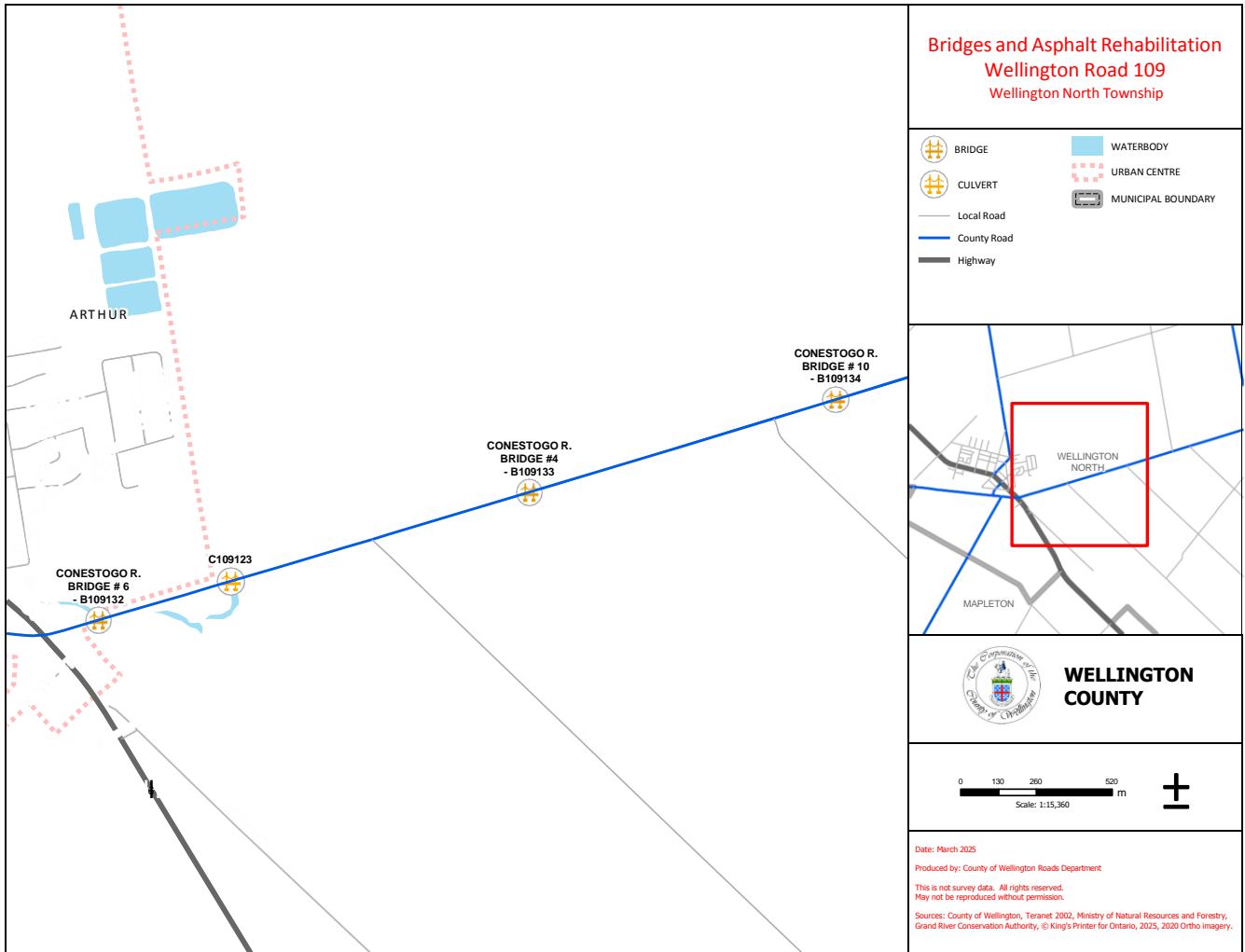
PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Current Fund	Roads Capital Reserve	Ontario Community Infrastructure Fund
2022 Capital Budget	\$ 50,000	\$ 50,000		
	\$ 50,000	\$ 50,000	\$ -	\$ -
Funding Adjustments				
Original 2026 Capital Forecast	\$ 6,000,000		\$ 4,750,000	\$ 1,250,000
Updated Budget Estimates for 2026*	\$ (1,050,000)		\$ (1,050,000)	
Project Total	\$ 5,000,000	\$ 50,000	\$ 3,700,000	\$ 1,250,000

* Offsets funding adjustments required for WR109 Bridge #5 and WR109 Bridge #6

** Contingency is carried higher to match budget forecast to account for additional risk with tariffs, etc. Amount will be re-evaluated as part of the 2026 budget process

Map





COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Roads Committee
From: Jackie Osti, Manager Purchasing and Risk Management Services
Date: Tuesday, March 11, 2025
Subject: Tender Award – Wellington Road 7 Asphalt Rehabilitation

Background:

Staff recently issued Project No. CW2025-012 a tender for asphalt rehabilitation for approximately 5 kms of roadway on Wellington Road 7 between Wellington Road 11 and Wellington Road 12 (Parker) in the Township of Mapleton.

The work includes cold in-place recycling with expanded asphalt material (CIREAM), cold planing, complete with surface hot mix asphalt, pavement markings. No anticipated road closures.

On Tuesday March 4, 2025, eight (8) submissions were received from contractors as follows, with pricing shown exclusive of HST @ 13%.

COMPANY NAME	Total (excl. HST)
Brantco Construction, Cambridge	\$1,502,839.30
Cox Construction Limited, Guelph	\$1,644,944.52
Capital Paving Inc, Guelph	\$1,833,000.00
Associated Paving & Materials Ltd., Burlington	\$1,853,800.25
Steed and Evans Limited, St. Jacobs	\$1,914,745.00
E. C. King Contracting, Owen Sound	\$1,927,658.00
Dufferin Construction Company, Simcoe	\$2,036,078.00
GIP Paving Inc., Petersburg	\$2,068,000.00

The tender submissions were in order and staff are recommending awarding the contract to Brantco Construction of Cambridge, Ontario at the total tendered amount of \$1,502,839.30 exclusive of HST @13%.

The funding for this project is provided in detail in the attached Financial Summary.

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
 - Openness and transparency in the decisions that the County makes and how it conducts business.

Recommendation:


That County of Wellington Project No. CW2025-012 for asphalt rehabilitation on Wellington Road 7 between Wellington Road 11 and Wellington Road 12 (Parker) in the Township of Mapleton as specified be awarded Brantco Construction of Cambridge, Ontario at the total tendered amount of \$1,502,839.30 exclusive of HST @ 13%; and

That the funding for this project be approved as set out in the attached Financial Summary; and

That staff be authorized to issue the Purchase Order for the contract; and

That the Warden and Clerk be authorized to sign the construction agreements.

Respectfully submitted,



Jackie Osti
Manager, Purchasing and Risk Management Services

In consultation with/approved by:

Don Kudo, County Engineer
Ken DeHart, County Treasurer
Scott Wilson, CAO

FINANCIAL SUMMARY

<p>COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE</p>

Bid name: WR7 Asphalt Rehab
 Bid number: CW2025-012

Project name: WR7 Rothsay to Sideroad 3
 Project number : 21140711

PROJECT COSTS

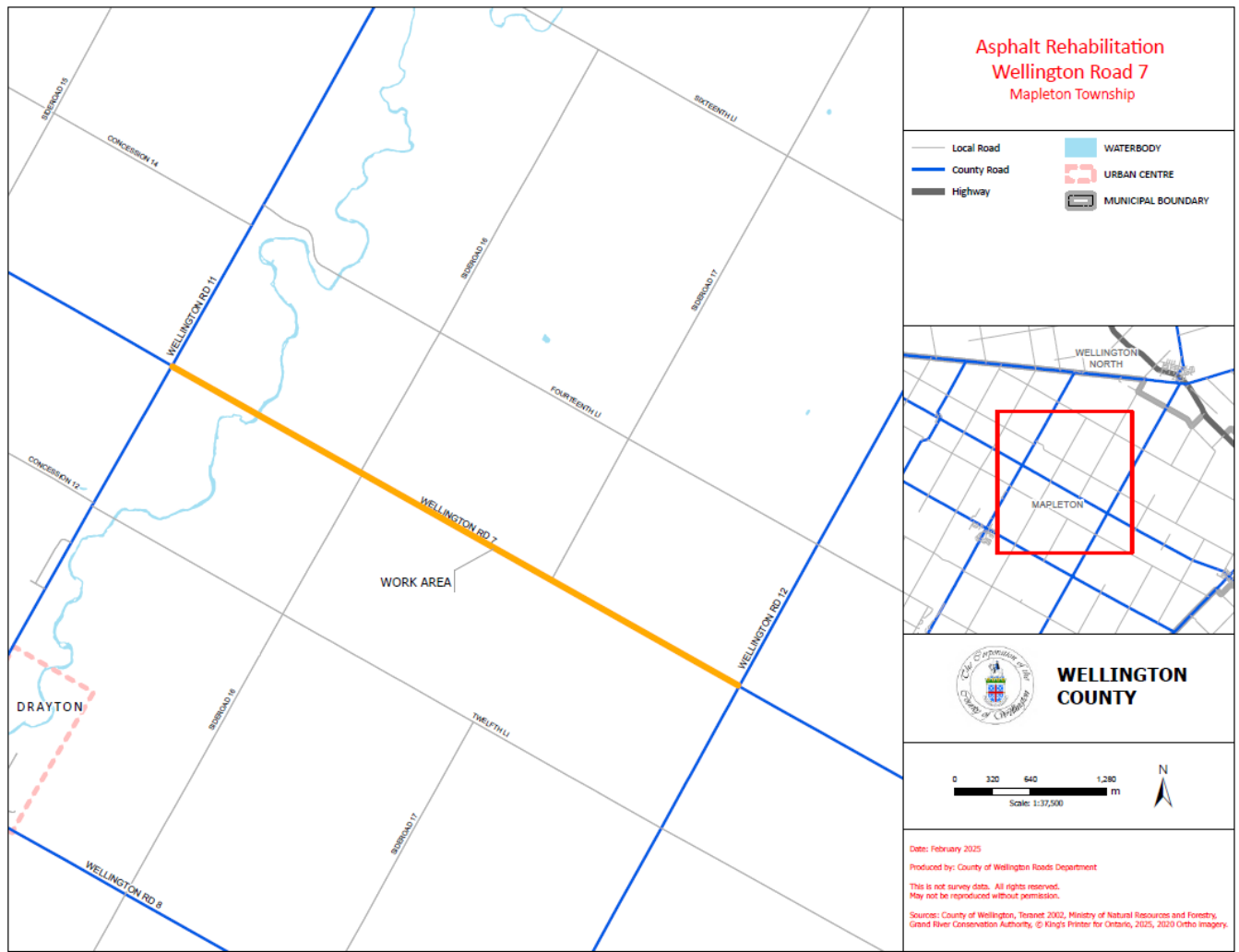
	Total
<u>Bid:</u>	
Tendered Cost	\$1,530,000
Professional fees	\$100,000
Contingency	\$130,000
Actuals to date	
Professional fees	13,300
Construction	1,700
Bid to Award	\$1,775,000

* includes net cost to County of HST

PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Roads Capital Reserve
2024 Capital Budget	\$ 25,000	\$ 25,000
2025 Capital Budget	\$ 1,750,000	\$ 1,750,000
Project Total	\$ 1,775,000	\$ 1,775,000

MAP





COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Roads Committee
From: Jackie Osti, Manager Purchasing and Risk Management Services
Date: Tuesday, March 11, 2025
Subject: Tender Award – Pavement Overlay – various locations

Background:

Staff recently issued Project No. CW2025-017 a tender for the supply and placement of approximately 13,015 tonnes of HL-4 asphalt, 6,970 tonnes of shoulder gravel or RAP, and the milling (not including lap joint millings) of approximately 1,930 m² of existing County roads which is an approximately six kilometres of roadway.

The work includes the placing of new asphalt pavement overlaying the existing asphalt surface which is a cost-efficient long-term option for repairing the roadway of minor surface damages such as cracks, rutting, depressions caused by large vehicles, poor drainage, potholes etc.

On Tuesday March 4, 2025, eight (8) submissions were received from contractors as follows, with pricing shown exclusive of HST @ 13%.

COMPANY NAME	TOTAL (excl. HST)
Cox Construction, Guelph	\$843,145.91
Brantco Construction, Cambridge	\$878,140.20
Associated Paving & Materials, Burlington	\$929,960.00
Capital Paving Inc., Guelph	\$957,915.00
1108575 Ontario LTD., King City	\$987,434.30
Steed and Evans Limited, St. Jacobs	\$1,077,351.50
Dufferin Construction Company, London	\$1,139,247.00
GIP Paving Inc., Petersburg	\$1,156,320.00

The tender submissions were in order and staff are recommending awarding the contract to Cox Construction of Guelph, Ontario at the total tendered amount of \$843,145.91 exclusive of HST @13%.

The remaining project budget will be used to continue the shoulder gravel works and microsurfacing throughout the County.

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
 - Openness and transparency in the decisions that the County makes and how it conducts business.

Recommendation:


That County of Wellington Project No. CW2025-017 for pavement overlay (supply and place) on various County roads be awarded to Cox Construction of Guelph, Ontario at the total tendered amount of \$843,145.91 exclusive of HST @13%; and

That the funding for this project be approved as set out in the attached Financial Summary; and

That the Warden and Clerk be authorized to sign the construction agreements; and

That staff be authorized to issue the Purchase Order and necessary contracts.

Respectfully submitted,



Jackie Osti
Manager,
Purchasing and Risk Management Services

In consultation with/approved by:

Don Kudo, County Engineer
Ken DeHart, County Treasurer
Scott Wilson, CAO

FINANCIAL SUMMARY

COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE

Bid name: Pavement Overlay
 Bid number: CW2025-017

Project name: 2025 Pavement Management Programme
 Project number : 21150681

PROJECT COSTS

	Total
<u>Bid:</u>	
Tendered Cost	\$858,000
Contingency	\$85,800
Future works to be awarded under separate purchasing contract	\$1,556,200
Bid to Award	\$2,500,000

* includes net cost to County of HST

PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Roads Capital Reserve	Canada Community Building Fund
2025 Capital Budget	\$ 2,500,000	\$ 250,000	\$ 2,250,000
Project Total	\$ 2,500,000	\$ 250,000	\$ 2,250,000

PAVEMENT OVERLAY VARIOUS SECTION IN WELLINGTON COUNTY

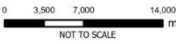


MAP LEGEND

- LOCAL ROAD
- COUNTY ROAD
- HIGHWAY
- OVERLAY MAIN LOCATION
- OVERLAY PROVISIONAL LOCATION



**WELLINGTON
COUNTY**



Date: February 2025
 Produced by: County of Wellington Roads Department
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COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Roads Committee
From: Don Kudo, P. Eng., County Engineer
Date: Tuesday, March 11, 2025
Subject: **Automated Speed Enforcement - Project Update #4**

Background:

This report provides an update on the Automated Speed Enforcement (ASE) programme. At the time of writing this report, the contractor and County staff continue to work on the implementation of ASE cameras for the WR 24 Hillsburgh and WR 27 Rockwood locations. It is planned for the ASE cameras at these locations to go live for the end of April.

At last month's Committee meeting, a report providing details for time of day speeding infractions and ASE signage was requested. At last month's Council meeting, details on how ASE revenue will be used by the County was also requested.

Time of Day

A report to review time of day speeding infractions has been provided by the contractor. The report provided a summary of speeding infractions for the following general times of day: Day (7am to 5pm), Evening (5pm to 12am) and Night (12am to 7am). Based on these timeframes, a summary of the five active ASE locations indicates ASE speeding infractions at the following times of day:

- Day (7am to 5pm) 87%
- Evening (5pm to 12am) 12%.
- Night (12am to 7am) 1%

Signage

The current ASE signage at the County ASE locations meets O. Reg. 398/19 Automated Speed Enforcement that outlines the signage requirements and provides minimum size requirements. Further review of the regulations indicates that O. Reg. 615 provides direction on the sizing of the regulatory signs.

Staff have inquired with other municipalities and the Ontario Traffic Council with respect to creating larger ASE signs as an additional measure to inform drivers of the presence of ASE cameras. Our review has indicated that no other municipality has implemented oversized Camera In Use signs as municipalities have noted they are in compliance with the standard regulation requirements.

As part of the one year trial ASE programme, staff plan to install oversized Camera In Use signs at the WR 46 ASE location. This location would appear to be an ideal candidate for oversized signs since this section of road currently has oversized speed limit signs, it is a four lane roadway and has the highest traffic volume of all the ASE locations. Staff believe the current signage at the other ASE locations is appropriate and do not plan to change the signage at this time.

ASE Revenue

Revenue generated from the trial ASE programme will be allocated to the Roads Capital Reserve with the intention to fund future work and projects in the Roads budget. Currently, there is an annual capital budget item for Speed Management that has been primarily used for speed radar signs and speed monitoring. This account could be funded from ASE revenue. Other road projects that could be considered for funding from ASE revenue would be capital road construction including roundabouts. Capital road projects that improve road safety and measures to manage speed could include road geometric design changes such as installing curbs, paving shoulders and narrowing lane widths. The upgrading of pedestrian crosswalks, traffic signals and guard rails are other infrastructure improvements that could also be funded from ASE revenue.

Depending on the amount of revenue generated from the one year trial and the continuation of the ASE programme beyond the one year trial, funding for various projects, upgrades, and improvements will need to be determined as part of the 2026 budget process.

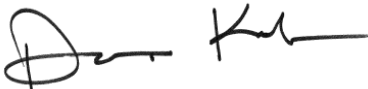
Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:
Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That the report "Automated Speed Enforcement – Project Update #4" be received for information.

Respectfully submitted,



Don Kudo, P. Eng.
County Engineer

In consultation with/approved by:
Ken DeHart, County Treasurer
Scott Wilson, Chief Administrative Office



Committee Report

To: Chair and Members of the Roads Committee
From: Don Kudo, County Engineer
Date: Tuesday, March 11, 2025
Subject: Automated Speed Enforcement – Additional Trial Locations

Background:

The County has a total of 17 Community Safety Zones. In October, 2024, seven CSZ locations were approved as the initial ASE trial locations. The following are the ten remaining CSZ locations on County roads that are candidates for ASE implementation as part of the one year trial programme:

Municipality	County Road	From:	To:	Posted Speed Limit (km/h)	School
Wellington North	Wellington Road 16	1,700 metres North of Wellington Road 109	1,300 metres North of Wellington Road 109	70	Mennonite School
Mapleton	Wellington Road 10 (McGivern Street)	470 metres South of Hillwood Drive	the intersection with Caroline Street	40/50	Maryborough Public School
Mapleton	Wellington Road 8	200 metre West of Sideroad 19	200 metres East of Sideroad 19	70	Mennonite School
Mapleton	Wellington Road 86	220 metres West of Sideroad 16	220 metres East of Sideroad 16	70	Mennonite School
Centre Wellington	Wellington Road 7	Wellington Road 21 (McNab Street)	Speers Road	50	NA
Centre Wellington	Wellington Road 18 (East Mill Street)	Chapel Street	Kertland Street	40	Elora Public School
Centre Wellington	Wellington Rd 19 (Garafraxa Street East)	420 metres South of First Line	the intersection with Robinson Road	40/70	Maranatha Christian School
Centre Wellington	Wellington Road 7	300 metres East of Sideroad 14	135 metres West of Sideroad 14	60/70	Ponsonby Public School
Erin	Wellington Road 124	430 metres South of Patrick Drive	120 metres North of Trafalgar Road	60	Brisbane Public School

Erin	Wellington Road 124 (Main Street)	East Church Street	Millwood Road	40	NA
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In the October, 2024 report, it was proposed that the additional locations at the remaining CSZ would be implemented by September, 2025 and that staff would report back to confirm the timing for these future ASE locations. Based on our experience from the initial seven trial ASE locations, there are many site specific details and approvals that need to be reviewed and considered prior to ASE cameras going live. In order to meet the September, 2025 timeline, staff and the County’s contractor need to start working on the implementation details.

At this time, staff are seeking direction from the Committee to move forward with ASE implementation at the ten remaining CSZ sites. Staff will report back on the ASE implementation status for these sites as the work progresses.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

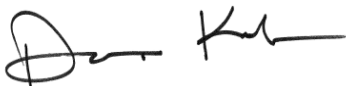
Making the best decisions for the betterment of the Community

Recommendation:

That the report Automated Speed Enforcement – Additional Trial Locations be received for information;

And that staff review and investigate the ten locations, as outlined in the report, for Automated Speed Enforcement and report back to the Roads Committee on the implementation status for these sites.

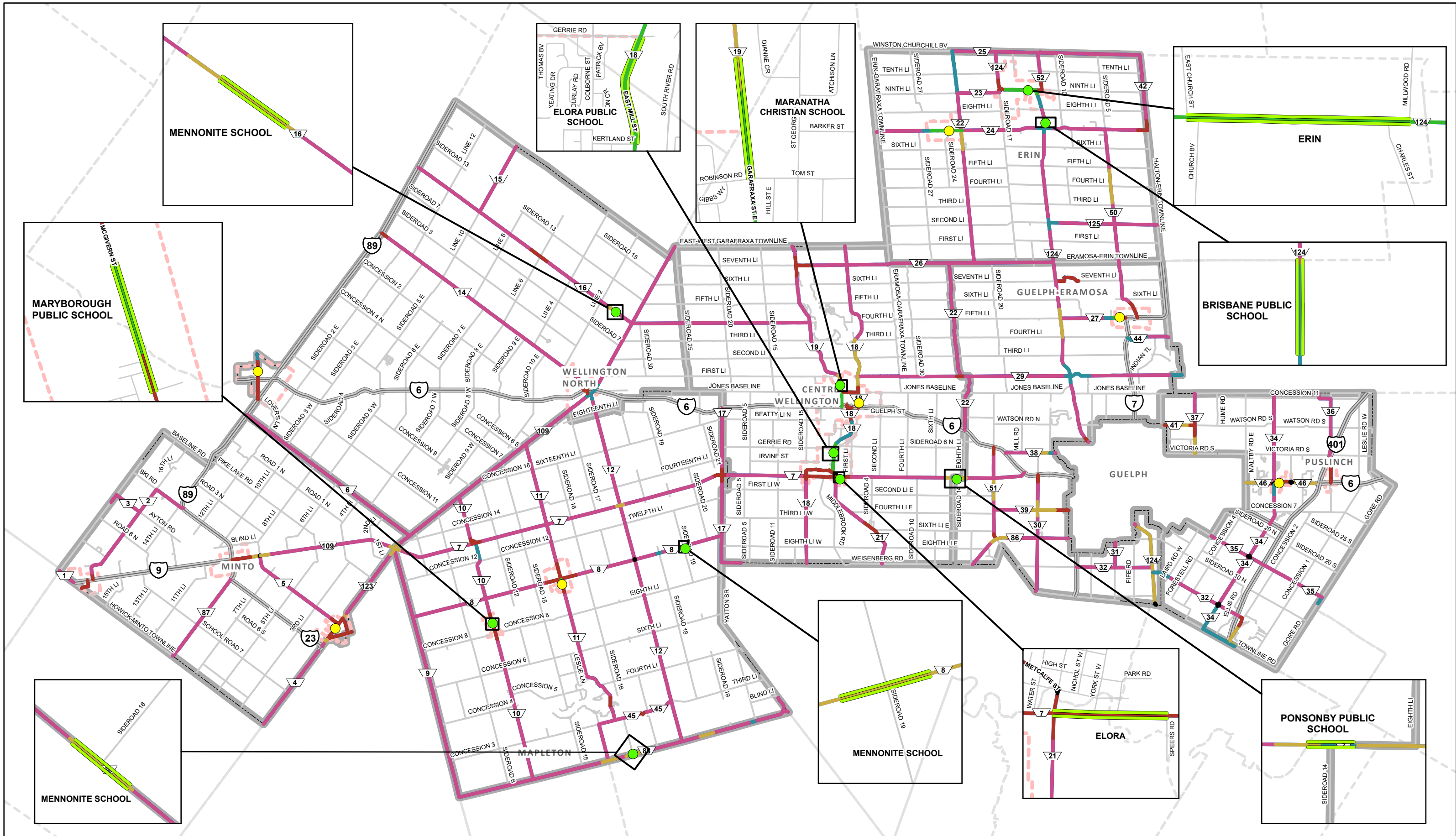
Respectfully submitted,



Don Kudo, P. Eng.
County Engineer

In consultation with/approved by:
Scott Wilson, Chief Administrative Officer

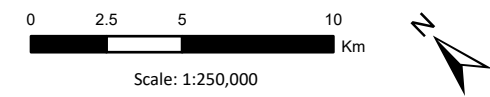
Attachment – Map: Automated Speed Enforcement – Additional Trial Locations



WELLINGTON COUNTY

30	COMMUNITY SAFETY ZONE	LOCAL ROAD
40	COMMUNITY SAFETY ZONE	COUNTY ROAD
50	EXISTING ASE TRIAL LOCATIONS	HIGHWAY
60		URBAN BOUNDARY
70		MUNICIPAL BOUNDARY
80		
<all other values>		

**AUTOMATED SPEED ENFORCEMENT -
ADDITIONAL TRIAL LOCATIONS**
WELLINGTON COUNTY



Date: October 2024
 Produced by: County of Wellington Roads Department
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Corporation of the County of Wellington

Solid Waste Services Committee

Minutes

March 11, 2025

County Administration Centre

Keith Room

Present: Warden Chris White
Councillor Steve O'Neill (Chair)
Councillor Matthew Bulmer
Councillor Campbell Cork
Councillor Shawn Watters

Also Present: Councillor Diane Ballantyne
Councillor Jeff Duncan

Staff: Jennifer Adams, County Clerk
Ken DeHart, County Treasurer
Joe de Koning, Manager of Roads
Don Kudo, County Engineer
Das Soligo, Manager, Solid Waste Services
Cathy Wiebe, Admin Supervisor Solid Waste Services
Scott Wilson, CAO

1. Call to Order

At 10:30 am, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Financial Statements as of February 28, 2025

1/2/25

Moved by: Councillor Bulmer

Seconded by: Councillor Watters

That the Solid Waste Services Financial Statements as of February 28, 2025 be approved.

Carried

4. Arthur Closed Landfill Site - Request to Allow Public Access

2/2/25

Moved by: Councillor Cork

Seconded by: Councillor Watters

That the report Arthur Closed Landfill Site – Request to Allow Public Access be received for information.

Carried

5. Hours of Operation at County Waste Facilities

3/2/25

Moved by: Councillor Cork

Seconded by: Warden White

That staff do not further explore the topic of extending operating hours at the County's waste facilities, at this time.

Carried

6. Adjournment

At 10:48 am, the Chair adjourned the meeting until April 8, 2025 or at the call of the Chair.

Steve O'Neill
Chair
Solid Waste Services Committee



COMMITTEE REPORT

To: Chair and Members of the Solid Waste Services Committee
From: Das Soligo, Manager of Solid Waste Services
Date: Tuesday, March 11, 2025
Subject: **Arthur Closed Landfill Site – Request to Allow Public Access**

Background:

The County of Wellington owns and is responsible for one active and 16 closed landfill sites. Five of these closed landfill sites host waste transfer stations (public drop-off facilities) and the other 11 do not allow public access and are secured with six-foot high perimeter fencing and locked gates. These sites are typically located in rural settings and access is restricted to County staff and County consultants. The properties are inspected quarterly at least, and are otherwise accessed for the purposes of maintenance or ground and surface water monitoring, where required.

During the January 2025 Solid Waste Services (SWS) Committee meeting, a County Councillor made a request for staff to explore converting the Arthur closed landfill site to a public pollinator park. Local resident Jack Benham has volunteered his time and spearheaded efforts in recent years to plant pollinator-friendly flowers, trees and shrubs and has built and established features that will aid certain species of pollinators in constructing habitat. These efforts to support pollinators are consistent with the direction received by staff for the use of closed landfill properties, through the development of the County's short to long-term waste management strategy.

Context:

In November 2017 County Council established direction through the Solid Waste Services Strategy, for the use of its closed landfill properties. At that time a number of options were considered, including allowing recreational uses for these properties such as converting sites to public parks.

The end result of the strategic review related to the use of closed landfill properties was a commitment to continue to naturalize the County's landfill sites, with particular emphasis on establishing and promoting pollinator habitat and food sources. These naturalization and pollinator-supportive projects have been initiated at a number of the County's closed landfill properties.

Converting a restricted access closed landfill site to a public park can potentially be both costly and complicated. There are a number of potentially challenging factors with converting a landfill site to a recreational destination. Some sites have experienced methane issues with buildings that are constructed to support the recreational use. Others have experienced jurisdictional issues where different tiers of municipal government are responsible for waste management and parks and recreation (such as is the case with Wellington County). Otherwise, there can be concerns with unauthorized access or activities, liability, damage to the landfill cap or monitoring equipment and on-going maintenance costs.

Furthermore, closed landfill sites typically have an Environmental Compliance Approval (ECA) issued by the Ministry of the Environment, Conservation and Parks (MECP) which governs the use and permitted activities on these properties by laying out terms and conditions which the owner must comply with. By requesting that the MECP allow for changes in the use of a landfill site an ECA amendment must be applied for and approved.

In the process of opening an ECA, the owner accepts the risk that modern terms, conditions, standards and guidelines may be inserted into the updated ECA. This could include having to undertake costly compliance measures, remedial works and/or accepting new monitoring requirements or operational terms and conditions.

However, there are potentially less concerns related to allowing the public to access the Arthur closed landfill site as a park, compared to other landfill sites which the County owns.

Arthur Landfill Request:

Some municipalities invest significant resources into converting closed landfill sites to recreational destinations, including; ski hills, parks, water parks, playgrounds and golf courses. These uses of a closed landfill site would require extensive capital works to ensure the property can be used safely in its future state, while also protecting the environment by not disturbing buried waste.

However, presumably very little works would be required to allow public access to the Arthur site. At a minimum, the perimeter fencing would need to be adjusted with portions of fence removed and gates and/or bollards installed in two locations. As there is a steep slope with some exposed rubble on one side of the site, staff recommend that fencing would be required along the top of the slope, to mitigate health and safety concerns. It would be prudent to increase monitoring of the site to ensure the fencing is intact and does not require repairs.

Otherwise, it could be expected that there would be additional costs associated with installing trails and waste receptacles, as well as potential costs associated with maintenance and upkeep of these features. As the County does not have a department responsible for recreational facilities, it is possible that partnerships with the local municipality or service clubs could help make the project more feasible from an operational standpoint.

Some landfill sites have environmental issues or concerns which would be a limiting factor when considering any changed use of the property. Some properties also have infrastructure on site, such as groundwater monitoring wells or landfill gas collection or destruction systems. The Arthur property is a landfill site that has been closed for many years, where there is negligible risks related to methane. There is no infrastructure on site and the existing ECA contains no terms or conditions which would be significantly limiting in considering a change to allow public access to the property.

Staff have no reasons to believe there would be environmental or health and safety concerns associated with allowing public access to the property. However, in considering this request staff can only anticipate what the MECP may require, which is especially difficult once the ECA is opened to consider an amendment request. Pre-consultation with the MECP would be prudent as the Ministry could require terms and conditions which may make the proposal untenable from a cost standpoint.

Furthermore, allowing public access to the Arthur closed landfill site could be an opportunity to further continue the County's supports of pollinators. It would also provide education to the public about the many benefits that pollinators provide to communities through the vital ecosystem services they provide to the agricultural sector, a critical component of the County's local economy.

Recommended Course of Action:

As 2025 is a very busy year for SWS, with many priority projects underway or soon to be initiated, staff suggest that further assessing the request to allow public access to the Arthur closed landfill site can be done this year, when time allows. While not a main priority for SWS at this time, exploring the request is not expected to be time consuming initially. Pre-consultation with the Ministry would be necessary from a staff perspective, as feedback from the MECP could prove the proposal to be either feasible or not.

If potential Ministry requirements are modest and staff feel that allowing public access to the Arthur closed landfill is appropriate following these initial discussions, staff could begin to plan next steps, including preparing budget impact estimates. Before any works are initiated an ECA amendment application would need to be prepared and submitted, with a timeline of approximately a year to receive approvals. This timeline can be extended if further information or negotiation is required.

Staff suggest that further exploring this request is appropriate in this context, when time allows, and isn't necessarily setting a precedent. Most County-owned closed landfill sites are small, in rural areas and are either not suitable or are likely to be undesirable to consider converting them to parks. There are very few closed landfill properties that appear to be candidates for a similar consideration. Staff recommend that should the Arthur request be deemed feasible, that the strategic direction be maintained of further naturalizing these properties with a focus on supporting pollinator species where possible.

In 2020 the Town of Erin requested that a small portion of the Erin closed landfill site be used to build Phase II of the Erin Riverwalk Trail. This request was granted and the trail was constructed at the Town's cost in 2023. Should future requests to consider a change in use to a closed landfill be received, staff suggest they continue to be assessed on a case-by-case basis.

Staff suggest pre-consultation with the Ministry can occur during the Spring months with an update on these discussions brought to Council in the Fall.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Best infrastructure in place to meet the current and future needs of the community

Recommendation:

That the report "Arthur Closed Landfill Site – Request to Allow Public Access" be received for information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Das Soligo', with a long horizontal flourish extending to the right.

Das Soligo
Manager of Solid Waste Services

In consultation with/approved by:
Don Kudo, County Engineer
Scott Wilson, Chief Administrative Officer



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Solid Waste Services Committee
From: Das Soligo, Manager of Solid Waste Services
Date: Tuesday, March 11, 2025
Subject: **Hours of operation at County Waste Facilities**

Background:

During the January 2025 County of Wellington Council meeting, a Councillor advised that they had received feedback that the hours of operation at the County's waste facilities are too restrictive. There was an inquiry as to whether adjusting hours later into the evening has been considered.

The County of Wellington operates six waste facilities. The five transfer stations are open three days a week, while the Riverstown landfill is open five days a week. Each site operates from 8am until 4pm and all are open on Saturdays. The transfer stations are open either on a Tuesday, Thursday, Saturday or a Wednesday, Friday, Saturday weekly schedule.

The County's waste facilities all require an Environmental Compliance Approval (ECA) which is a document outlining a set of terms and conditions required to operate a waste site. The ECAs for the County's waste facilities all allow operating hours within the range of 7am – 7pm, Monday through Saturday.

The topic of extending waste facility operating hours has been raised at times over the years, albeit infrequently. Staff receive very little complaints or requests related to the hours of operation and Council has rarely provided direction to consider this issue. That being said, there could be value in considering the option of making the waste facilities more convenient to residents or businesses who would make use of them in the evening hours.

Considerations:

While on the surface of the matter, considering extending the operating hours of the waste facilities may appear to be a rather straightforward task. However, there are a number of considerations that are involved in an in-depth analysis of this topic.

Cost Implications:

- Staffing the waste facilities with extended hours will require a second shift, or an adjustment of the opening time
- A second shift would be required for the roll-off operation which moves materials from the transfer stations to their disposal/processing destination, and also for the landfill staff who are tasked with receiving and managing loads of waste
- Poles for lighting will need to be installed in strategic locations around the sites. A determination of the appropriate number for sufficient lighting will need to be made, perhaps with support from outside expertise

- It is anticipated that there would be additional costs for contracted activities such as bin compaction and snow removal as these would be required during evening hours
- As there would be operational and capital expenditures required to extend operating hours at the sites, these changes would need to be reflected in a future operating and capital budget plan

Operational Considerations:

- A preferred operating schedule would need to be determined and recommended. For example, would each site be open into the evening on every operational day or extended hours only at certain sites on certain days
- The Riverstown landfill would need to be open every evening that a site is open for extended hours, as it is the destination for all garbage loads

Safety Considerations:

- The landfill tipping face is a very hazardous place, with uneven surfaces, heavy equipment in motion and a risk of hazards in the waste. This area is far from any artificial lighting and would require an extensive lighting system to be installed to operate safely in the dark
- Traffic and other risky activities in the drop-off area would require sufficient lighting to reduce the elevated risks of operating during dark hours

Time Constraints:

- 2025 is shaping up to be a remarkably busy year for SWS
- Staff are working on the blue box transition, leachate treatment alternatives, expanding the diversion opportunities at waste facilities, developing the parameters in advance of releasing a tender document for the next curbside collection contract, and making a recommendation on the future use of the Rothsay waste facility
- An in-depth analysis of extending the operating hours will draw time and attention from these other priority tasks

In consideration of 2025 being a remarkably busy year with many priority projects, staff do not recommend that a thorough analysis and costing of the hours of operation at the County's waste facilities be developed at this time. SWS staff log and categorize every call and email that is received, so that the nature of inquiries and complaints are better understood.

This tracking system allows analysis of the trends and provides somewhat of a finger on the pulse of the issues that residents may have related to their waste management services. In 2024, SWS received 7,260 calls and emails. Of these, none were complaints about the hours of operation. There were three inquiries that were related to confusion about the days or hours that a given site was open.

Staff suggest that the matter of extending the hours of operation at the County's waste facilities be deferred to a time when either there is direction from Committee/Council or a notable increase in inquiries related to this topic.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Best infrastructure in place to meet the current and future needs of the community

Recommendation:

That staff do not further explore the topic of extending operating hours at the County's waste facilities, at this time.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Das Soligo', with a long horizontal flourish extending to the right.

Das Soligo
Manager of Solid Waste Services

In consultation with/approved by:

Don Kudo, County Engineer
Scott Wilson, Chief Administrative Officer



Corporation of the County of Wellington

O.P.P. Detachment Board

Minutes

March 12, 2025

County Administration Centre

Guthrie Room

Present: Warden Chris White
Councillor Andy Lennox (Chair)
Councillor Earl Campbell
Allan Alls (Vice-Chair)

Also Present: Councillor Matthew Bulmer
Ron Smith, Staff Sergeant

Jennifer Adams, County Clerk
Ken DeHart, County Treasurer
Anita Kashani, Information Management Co-op Student
Scott Wilson, Board Secretary
Kelly-Ann Wingate, Purchasing and Risk Analyst

1. Call to Order

At 9:00 am, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Minutes for Approval

1/3/25

Moved by: Allan Alls

Seconded by: Warden White

That the minutes of the February 12, 2025 meeting of the Wellington County O.P.P. Detachment Board be adopted.

Carried

4. Delegation:

4.1 Sarah Bowers-Peter, Programme Coordinator, Crime Stoppers Guelph-Wellington

2/3/25

Moved by: Councillor Campbell

Seconded by: Warden White

That the Crime Stoppers Guelph-Wellington 2024 Update by Sarah Bowers-Peter, Programme Coordinator be received for information.

Carried

5. Financial Statements as of February 28, 2025

3/3/25

Moved by: Councillor Campbell

Seconded by: Allan Alls

That the Wellington County O.P.P. Detachment Board Financial Statements as of February 28, 2025 be approved.

Carried

6. February 2025 Detachment Commander's Report

4/3/25

Moved by: Councillor Campbell

Seconded by: Allan Alls

That the Detachment Commander's Report for February 2025 be received for information.

Carried

7. February 2025 Parking Ticket Report

5/3/25

Moved by: Warden White

Seconded by: Allan Alls

That the February 2025 Parking Ticket Report be received for information.

Carried

8. February 2025 False Alarm Revenue Report

6/3/25

Moved by: Warden White

Seconded by: Councillor Campbell

That the February 2025 False Alarm Revenue Report be received for information.


Carried

9. Adjournment

At 9:41 am, the Chair adjourned the meeting until April 9, 2025 or at the call of the Chair.

Andy Lennox
Chair
Wellington County O.P.P. Detachment Board

2024
Update

CRIME ■  ■
STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)

Statistics 1988 – December 2024

- Tips – 24,434
- Arrests – 1,617
- Cases Cleared – 2,326
- Charges Laid – 4,625
- Rewards - \$189,240
- **2021 Rewards - \$4,935**
- **2022 - \$4,775**
- **2023 - \$4,945**
- **2024 - \$1,130**



Tips

- OPP Tips (Jan. – July 2017) – 157
- OPP Tips (Jan. – July 2018) – 134
- OPP Tips (Jan. – July 2019) – 156
- OPP Tips (Jan. – July 2020) – 145
- OPP Tips (Jan. – July 2021) – 101
- OPP Tips (Jan. – July 2022) – 86
- OPP Tips (Jan. – July 2023) – 141
- OPP Tips (Jan. – July 2024) – 140



Board Members

- Currently at 11 members
- Centre Wellington – 2
- Mapleton – 0
- Minto – 0
- Wellington North – 1
- Puslinch – 2
- Guelph – 5
- University of Guelph CJPP - 1



Board Activity

- Zoom meetings & hybrid
- Board member recruitment
- Apply through website
 - Application process
 - Criminal Record Check
 - Accepted by Board
 - 90-day training period

MEET A CRIME STOPPER

Why did you join the CSGW Board of Directors?

"I joined CSGW in an attempt to give back to the community where I live and raise my family, as well as run my business. We need to make our local communities a safe place for people for all walks of life to live and work. By joining CSGW I feel we are doing that by giving people an anonymous way to report a crime, in case they are hesitant to talk to the police directly or are not comfortable giving their name, but still want to supply information to try and get criminal off the streets."




Deryck West
Insurance Agent

CRIME 
STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)

Apply to join the CSGW Board of Directors -
go to www.csgw.tips for an application form.

Fundraising


- Mulch Sales: Guelph & Mount Forest – JL's Home Hardware - lower support; Young's Home Hardware continues to be strong.
- 2024 Shredding Events – Guelph 2023 was outstanding, resulting in lower demand the following year, Mount Forest continues to be popular.
- Road Signs being replaced throughout the County of Wellington
- 3rd Lights & Sirens being held March 22
- Trivia Night returns April 4 – The Grandway
- Always looking for new fundraising initiatives and partnerships
- Must ensure rewards can be paid to Tipsters

 THE GRANDWAY

TRIVIA
night

FRIDAY, APRIL 4
6:30 PM - 9:00 PM
\$25 PER PERSON
Teams of 2 up to 4 people
@ The GrandWay Events Centre, Elora

A portion of proceeds
will go to our event partners:

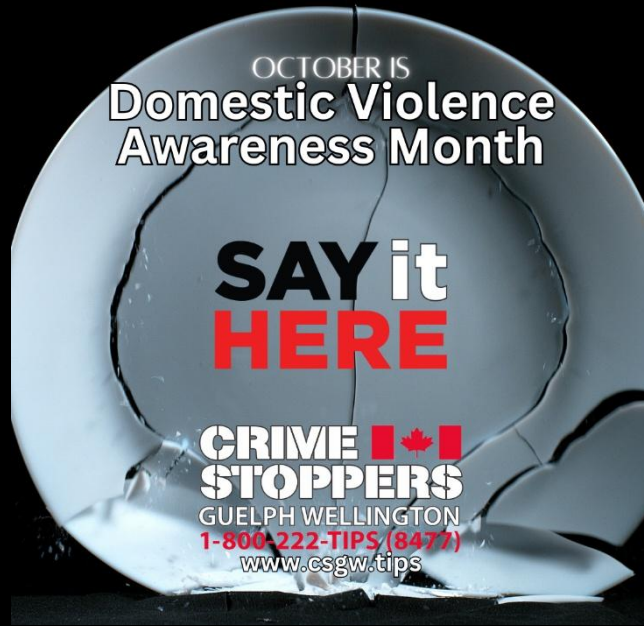
CRIME  STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips

Awareness

- 114 (67) presentations
- In person presentations in high demand
 - Fraud Talk
 - 5 Tips 5 Ideas 5 Signs – Cyber Safety & Human Trafficking for parents/guardians
 - Student Cyber Safety presentations – UGDSB & WCDSB – 77 from Sept. – Dec. 2024




Social Media



OCTOBER IS
Domestic Violence
Awareness Month

**SAY it
HERE**

CRIME  STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips

www.csgw.tips

Facebook

Twitter

Instagram

YouTube

LinkedIn



anonymous confidential

**Submit a Tip.
Anywhere.
Anytime.**

**SAY it
HERE**

CRIME  STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips



Red Dress Day

Remembering Missing and
Murdered Indigenous Women,
Children & 2-Spirit people.
You can stop these crimes
anonymously & confidentially.

CRIME  STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips

**SAY it
HERE**



DON'T LEAVE ME
IDLING. YOU MAKE
IT EASY FOR THE
CRIMINAL!

WE BOTH KNOW
IT'S NEVER JUST
"A MINUTE".

An idling vehicle is a
gift to a criminal.
Turn it off & lock it!
Know who is stealing
vehicles? #SayItHere

CRIME  STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips



It's time for a
Device Check

Who is your child
talking to?

CRIME  STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips

OACS Awards

For work in 2023

- Best Print – Road Signs
- Best Radio – The Grand at 101
- Best Digital – Fraud Talk Video
- Special Video – Guelph Life, Rogers TV
- Marla Moon Memorial Award of Excellence (9th year)
- No CSI Awards program in 2024



Thank you





**Wellington O.P.P.
Detachment Board Report**

February 2025

Detachment Commander:
Inspector Steve Thomas

From the Detachment Commander

With spring around the corner and the current forecast for heavy rain and warmer temperatures I want to take this opportunity to remind everyone about the potential dangers related to fast moving waterways due to snow melt and melting ice, especially in conjunction with the anticipated heavy rain at the start of March. Fast moving waterways are dangerous to everyone, but especially children and pets that get to close to the water's edge. Please take every precaution and maintain a safe distance from the riverbanks and lake sides.

Although the snow melt is upon us and spring is almost here, there is the possibility that we could see a return to subzero temperatures, wind chill and blasts of snow throughout the month. Please, leave your snow tires on and if the winter weather does return slow down and drive according to the weather conditions. Be prepared, our actions can save lives.

March is Fraud Prevention month. Fraud investigations can be tedious and time consuming, often requiring judicial authorizations to obtain banking information and track the flow of money. Please do not open, click on or respond to suspicious emails. Do not click on random advertisements you see on the Internet offering you money or prizes. And always contact a government agency or bank via telephone using the phone number listed on their website to confirm if something you have received is valid. It may take some time to get through via telephone, but that time will be well spent if it stops you from falling for a scam that could cost you hundreds, if not thousands of dollars. If you believe that you have been sent a fraudulent email or received a phone call or something via regular mail please call the Canadian Anti-Fraud Centre at 1-888-495-8501 or visit their website: <https://antifraudcentre-centreantifraude.ca/index-eng.htm>. If you do fall victim to a fraud, either loss of money or personal information please call the OPP non-emergency line at 1-888-310-1122 or attend one of the three OPP detachments in Wellington County.



Inspector Steve Thomas
519-846-5930

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Community Response	7
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Report Summary	13
Statistical Summary	14

Crime

Crime Unit

Supervisor: Acting Detective Sergeant, Tyler Cowie

In the month of February, the Wellington County Crime Unit received benchmark occurrence notifications for several sexual assaults and frauds that have been assigned to investigators for follow up. Arrests were also made in three sexual assault related investigations and a fraud investigation.

One officer completed a temporary development assignment in the crime unit and has now returned to her Platoon. The open position will be filled by another member on a temporary assignment for three months beginning March 3rd.

Crime Unit members completed training in February including the Indigenous Awareness Course, attendance at a Hate Crime conference in Toronto and completion of yearly block/refresher training.

Significant progress is being made as investigators continue to investigate the armed home invasion that occurred at a home in Morriston at the end of January.



Community Street Crime Unit

Supervisor: Detective Sergeant, Jeffrey Dudley

In February, the Community Street Crime Unit (CSCU) welcomed a new member to the team. This member previously completed an eight-month temporary assignment and was successful in a competition for a full-time position in the unit. This member has developed a wide variety of investigative skills due to their seven years as a Provincial Constable.

Wellington County CSCU continues to support the Major Crime Unit and frontline investigations where possible.

As part of our commitment to continuous learning, CSCU Members attended various training course and workshops within West Region. The officers bring back knowledge they can share with front line, and it has provided them with additional tools to utilize during their investigations.

CSCU conducted a two-month investigation into drug trafficking in Center Wellington resulting in the arrest of one individual and the seizure of \$65,000 worth of illicit drugs. CSCU then executed a search warrant as part of the same investigation resulting in the seizure of \$15,000 worth of illicit drugs. CSCU continues to target individuals who are spreading harm in our communities.

Wellington CSCU assisted Huron/Perth CSCU with a multi search warrant executions in South Huron as part of an ongoing drugs investigation. As a result, two people were arrested for trafficking related offences. Police seized a quantity of illicit drugs and drugs trafficking indicia.

Wellington CSCU continues to prioritize local crime trends, the opioid crises and targeting local people identified in property thefts. CSCU members are committed to continuous learning and are attending training when time permits. CSCU has developed local training, mentoring initiatives for front line members to promote officer safety and enhance their local knowledge on the current drug and property crimes trends in the area.



Traffic

Traffic Management Unit

Supervisor: Acting Sergeant Darryl Unger

Black Cat Speed Monitoring Devices

County Deployed	Study Length	Number of Vehicles	Recommended Enhanced Enforcement	Posted Speed Limit	85 th Percentile	Collision History (5 years)
Location						
Wellington Road 10 @ Booth	7 days	8,244	No	50	67	Nothing significant
Location						
Wellington Road 18 @ Wellington Road 26	7 days	26,730	No	80	89	Nothing significant
Location						
Wellington Road 18 @ Orangeville	7 days	58,295	No	70	76	Nothing significant
Location						
Wellington Road 22 @ Jones Baseline	7 days	8,964	No	80	96	Nothing significant
Location						
Wellington Road 39	7 days	28,922	Yes	50	71	Nothing significant
Location						
Wellington Road 51	7 days	16,125	Yes	50	77	Nothing significant

Enhanced Enforcement Program

Enhanced Enforcement is a focused traffic safety initiative which areas of concern are identified through various means and police conduct education and charge drivers who fail to follow the rules of the road. The goal is to reduce safety issues through visibility, presence, and enforcement.

Two new enhanced enforcements have been added for the month of March at Wellington Road 39 and Wellington Road 51.

Traffic Management Unit - Administration

Snowmobile patrols continued in Wellington County. Year to date, 17 days of patrol have been completed travelling 1,833kms with 1,044 snowmobiles being checked resulting in 68 charges and 82 warnings.

Members of the Wellington Detachment conducted over 46 RIDE spot checks across the County.

PC Griffin and PC Campbell continue to be busy assisting MTO with various truck enforcement blitzes.

Wellington TMU members attended the Breath Technician course, Level 2 collision course and the Motorized Snow Vehicle course. TMU members assisted in instructing the Level 2 collision course, DRE course and the SFST course.

Wellington County Detachment investigated a total of 167 motor vehicle collisions in the month of February. There were several collisions with serious injuries and unfortunately one fatality.



Community Response

Community Response Unit

Supervisor: A/Sergeant Patrick Mullan

Community Response Unit / Offender Management & Apprehension Program:

Offender Management & Apprehension Program

The members of the Community Response Unit (CRU) continue facilitating the Offender Management & Apprehension Program.

At the end of January 2025, there were 17 classified as 'Priority Warrants'. At the conclusion of February 2025, there were 20 Priority Warrants in Wellington County. It should be noted that the offences for Priority Warrants have been updated to include more serious Criminal Code offences. Further, each Priority Offender has been actioned in some way to try and determine their whereabouts. A significant amount of the local priority offenders have fled out of jurisdiction, interprovincially and internationally.

For two days in February, members of the Bail Support Team and a member of the Canadian Border Services Agency attended the Centre Wellington Operations Centre to offer Wellington County members training relating to Offender Management and the apprehension of wanted persons. CBSA were able to provide information on valuable intelligence that can be shared with police.



Current number of wanted persons: 148

Current number of warrants: 151

Total number of warrants executed in February: 26

Total number of compliance checks in February: 21

Community Safety and Services

The Wellington County Community Services Officer has been very hard at work planning the next Citizens Police Academy class, set to begin the first week of March. A spectrum of applicants was received and the spots filled quickly. The selected persons will meet once per week for several weeks where they will learn all about policing. There are several guest presenters lined up and this should make for an exciting spring for the attendees.

Locally, February was a busy month for media engagement, especially social media. The winter weather was a great time to post a locally produced safe driving video, tips on winter driving and safety information relating to the weather.



Our Command Team and Community Safety team attended the CTV News Studios mid-February for chance to discuss police-media relations and community engagement.

Our Community Response Unit has begun the task of planning and working with major event coordinators for the busy Spring/Summer public event season. They will work with event planners to ensure public safety is a priority.

CRU have also prepared for the Youth Academy to return mid-March. This gives a chance for local young people to engage with police and learn more about what we do. The focus is on community betterment.

The Media Unit completed approximately 85 media releases in February. The unit also took part in a radio interview with TheRiver, and a presentation on ‘Mitigating Everyday Risk for Personal Safety’ to County of Wellington employees via their wellness ‘Lunch/Learn program’.

IMPACT (Integrated Mobile Police and Crisis Team)

January 2025

Individuals Served	Requests for Service	Live Calls with Police	Calls Diverted from Hospital
59	66	21	100%

Auxiliary Unit

Unit Commander: Auxiliary Staff Sergeant J. SWAN

Liaison: Provincial Constable Kyle Draves

The Auxiliary unit training this month consisted of an online observational exercise and a review on professionalism. We had two members who were successful joining the OPP Uniform Recruitment class starting in March. I am confident these members will bring valuable experience to their OPP careers. We also assisted at the memorial service for an OPP civilian employee in Palmerston.

We assisted with a fraud prevention presentation in Aberfoyle this month. Auxiliary Inspector Brad Hull attended and he reported:

On Wednesday, February 19th, I was invited to present to residents of Puslinch Township in Wellington County at a local community meeting. There have been numerous residential break-ins recently, and the Community Response Unit (CRU) asked if I had anything I could present.

Since I was given 90 minutes, I delivered a combined presentation on Fraud and SafeGuard. There were about 60 people in attendance, along with five regular force members from the Wellington County detachment in attendance to answer residents' questions.

We had one member complete a motorized snow vehicle course that was set up specifically for Auxiliary members this month. This was a new opportunity for the Auxiliary Program and we were pleased that we had someone who was able to give up the time to attend. A great deal of thanks goes out to members of the detachment and command staff who provided support to ensure our member could attend and participate.

Safe Communities Wellington County

In February 2025, Safe Communities Wellington County (SCWC) implemented several initiatives to enhance community safety and well-being:

1. Winter Walk to School Month:
 - SCWC promoted Winter Walk to School Month through social media and radio campaigns, encouraging students and families to engage in active transportation during the winter season.
2. Falls Prevention Among Older Adults:
 - To address the risk of falls in the senior population, SCWC focused on awareness through social media platforms and participated in the Victoria Park Seniors Centre Active Living Show at the Centre Wellington Sportsplex.
3. Accidental Poisoning Awareness:
 - In anticipation of Poison Prevention Week in March, SCWC initiated discussions on accidental poisonings, aiming to educate the community on prevention strategies.
4. Engagement with Wellington County OPP Board:
 - SCWC presented at the Wellington County Ontario Provincial Police (OPP) Board Meeting, outlining plans and priorities for 2025, reinforcing collaboration with law enforcement to enhance community safety.

These initiatives reflect SCWC's commitment to fostering a safer and healthier environment for all residents of Wellington County

Crime Stoppers Guelph Wellington (CSGW)

Crime Stoppers Guelph Wellington (CSGW) continues to focus on Cyber Safety as demand from schools grows as word gets out. Additionally, interest in 5 Tips 5 Ideas 5 Signs for parents and guardians has increased as well.

As we move into March (Fraud Prevention Awareness Month) there is increase interest in Fraud Talk, our fraud prevention presentation delivered in partnership with Victim Services Wellington.

Thanks to Wellington County OPP, we are participating in the 3rd annual Lights and Sirens event on March 22nd in Elora. This is a wonderful community event in partnership with Centre Wellington Fire Rescue and CW Food Bank. We look forward hosting a 50/50 draw to once again offer a fundraising component to our awareness on that date.

CSGW has reestablished a connection with Erin Radio. This means we now have a standing appointment to connect with East Wellington residents on the morning show.

The Board has had interest from younger volunteers, mostly from the University of Guelph. This is a great opportunity to tap into a key demographic within our community.

Additional events are being planned for the spring, including the annual mulch sales in Guelph and Mount Forest. More details on new events will be available next month.



Court

Supervisor: Sergeant Shaugn Rogers

Wellington County Court Bureau highlights:

- Agreement made with Guelph Police Service to have all weekday bails attend “in-person” at 36 Wyndham Street. This alleviates the need to continue “virtual” bail hearings from the detachment.
- Reviewing and clarifying current practices with regards to property seizures and ensuring we obtain instructions or forfeiture orders to deal with that property at the completion of court proceedings.
- Training conducted with Special Constables in Offender Management and Apprehension Program, compliance checks on repeat offenders, warrant apprehensions and Immigration. This was in conjunction with the Bail Support Team and joint efforts of the Canadian Border Services Agency.
- Streamlined current disclosure procedures with provincial prosecutions with regards to redacting audio statements and written statement summaries.
- Reviewing current backlog of accused persons who have failed to show for Criminal print dates and issuing warrants where necessary.



Personnel & Acknowledgements

On February 28, 2025 Wellington County OPP Staff Sergeant Nigel Heels received his Staff Sergeant badge from Superintendent Shawn Nash. Congratulations to Staff Sergeant Nigel Heels on the well deserved promotion!



Left to Right: Inspector Stephen Thomas, Staff Sergeant Nigel Heels, Superintendent Shawn Nash

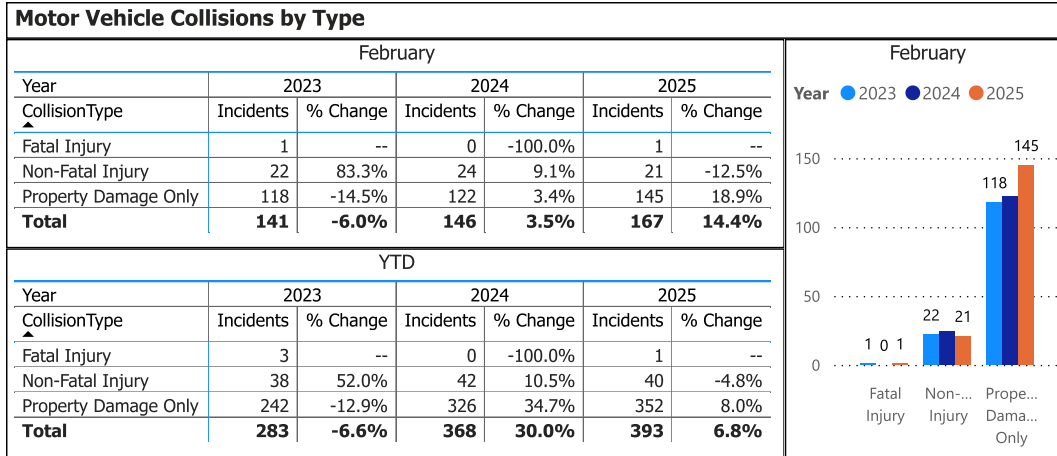
Report Summary

It was a busy time of year at the Wellington County OPP. With Mother Nature blasting us with her winter cold, we also saw a few days of extremely heavy snowfall. Officers were kept busy with motor vehicle collisions and road closures. Officers were also conducting RIDE spot checks and taking to the trails on snowmobiles. Our specialty units were also busy conducting drug investigations, sexual assault and fraud investigations and continuing the Offender Management & Apprehension Program. But despite the extra calls for service that come with winter weather Wellington County OPP was up to the task and ready to respond to weather related incidents and our regular call volume.

As we move into, hopefully, more spring like weather; Wellington County OPP wants to remind everyone that winter weather and road conditions are not quite behind us yet. Please drive according to the weather conditions, wear your seatbelt and keep those snow tires on for just a little bit longer. And again, please be mindful around bodies of water including rivers, lakes and streams at this time of year. Melting snow and broken ice can be extremely dangerous, and with the heavy rainfall expected at the start of March this hazard will only increase in intensity. Keep children, pets and yourself away from the water, it only takes one misstep for a tragedy to occur.



OPP Detachment Board Report Collision Reporting System February 2025



Data source (Collision Reporting System) date:
03-Mar-2025

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL
Data source date:
03-Mar-2025

Report Generated on:
05-Mar-2025 8:46:17 AM

OPP Detachment Board Report Collision Reporting System February 2025

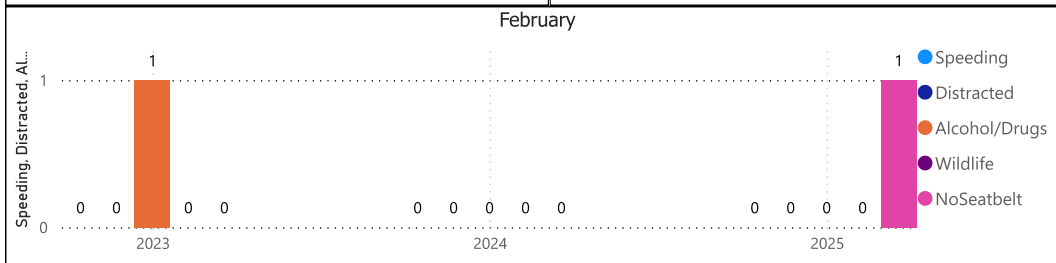
Fatalities in Detachment Area - Incidents									
February									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	1	1	--	0	0	--	0	0	--
2024	0	0	-100.0%	0	0	--	0	0	--
2025	0	1	--	0	0	--	0	0	--

YTD									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	2	3	--	0	0	--	0	0	--
2024	0	0	-100.0%	0	0	--	0	0	--
2025	0	1	--	0	0	--	0	0	--

Fatalities in Detachment Area - Persons Killed							
February							
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle		
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change	
2023	1	--	0	--	0	--	
2024	0	-100.0%	0	--	0	--	
2025	1	--	0	--	0	--	

YTD							
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle		
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change	
2023	3	--	0	--	0	--	
2024	0	-100.0%	0	--	0	--	
2025	1	--	0	--	0	--	

Primary Causal Factors in Fatal Motor Vehicle Collisions						
	February			YTD		
	2023	2024	2025	2023	2024	2025
Speeding	0	0	0	0	0	0
Speeding % Change	--	--	--	--	--	--
Distracted	0	0	0	0	0	0
Distracted % Change	--	--	--	--	--	--
Alcohol/Drugs	1	0	0	2	0	0
Alcohol/Drugs % Change	--	-100.0%	--	--	-100.0%	--
Wildlife	0	0	0	0	0	0
Wildlife % Change	--	--	--	--	--	--
NoSeatbelt	0	0	1	0	0	1
NoSeatbelt YoY%	--	--	--	--	--	--



Data source (Collision Reporting System) date:
03-Mar-2025

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

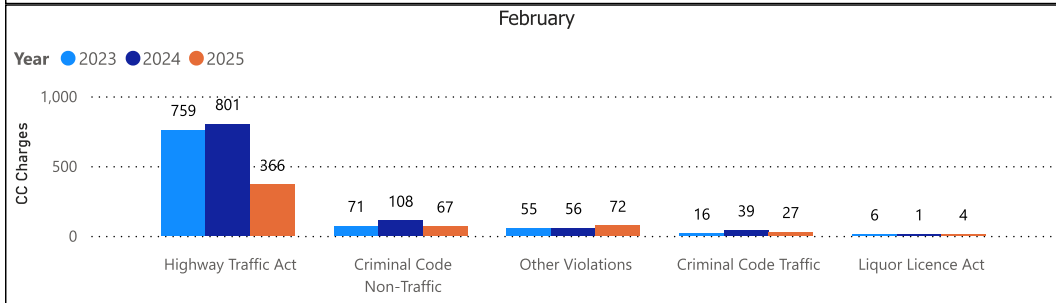
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03-Mar-2025

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**OPP Detachment Board Report
Records Management System
February 2025**

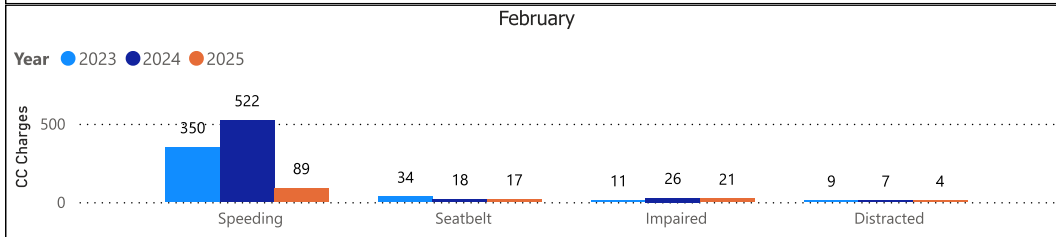
Criminal Code and Provincial Statute Charges Laid						
February						
Year	2023		2024		2025	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	71	31.5%	108	52.1%	67	-38.0%
Criminal Code Traffic	16	-59.0%	39	143.8%	27	-30.8%
Highway Traffic Act	759	141.0%	801	5.5%	366	-54.3%
Liquor Licence Act	6	20.0%	1	-83.3%	4	300.0%
Other Violations	55	-16.7%	56	1.8%	72	28.6%
Total	907	89.4%	1,005	10.8%	536	-46.7%

YTD						
Year	2023		2024		2025	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	172	14.7%	248	44.2%	151	-39.1%
Criminal Code Traffic	38	-35.6%	74	94.7%	54	-27.0%
Highway Traffic Act	1,334	89.0%	1,438	7.8%	843	-41.4%
Liquor Licence Act	10	0.0%	5	-50.0%	9	80.0%
Other Violations	100	-20.6%	112	12.0%	147	31.3%
Total	1,654	57.4%	1,877	13.5%	1,204	-35.9%



Traffic Related Charges						
February						
Year	2023		2024		2025	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	350	128.8%	522	49.1%	89	-83.0%
Seatbelt	34	325.0%	18	-47.1%	17	-5.6%
Impaired	11	-59.3%	26	136.4%	21	-19.2%
Distracted	9	28.6%	7	-22.2%	4	-42.9%

YTD						
Year	2023		2024		2025	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	628	73.0%	911	45.1%	230	-74.8%
Seatbelt	55	111.5%	24	-56.4%	44	83.3%
Impaired	26	-29.7%	48	84.6%	42	-12.5%
Distracted	13	-18.8%	15	15.4%	15	0.0%

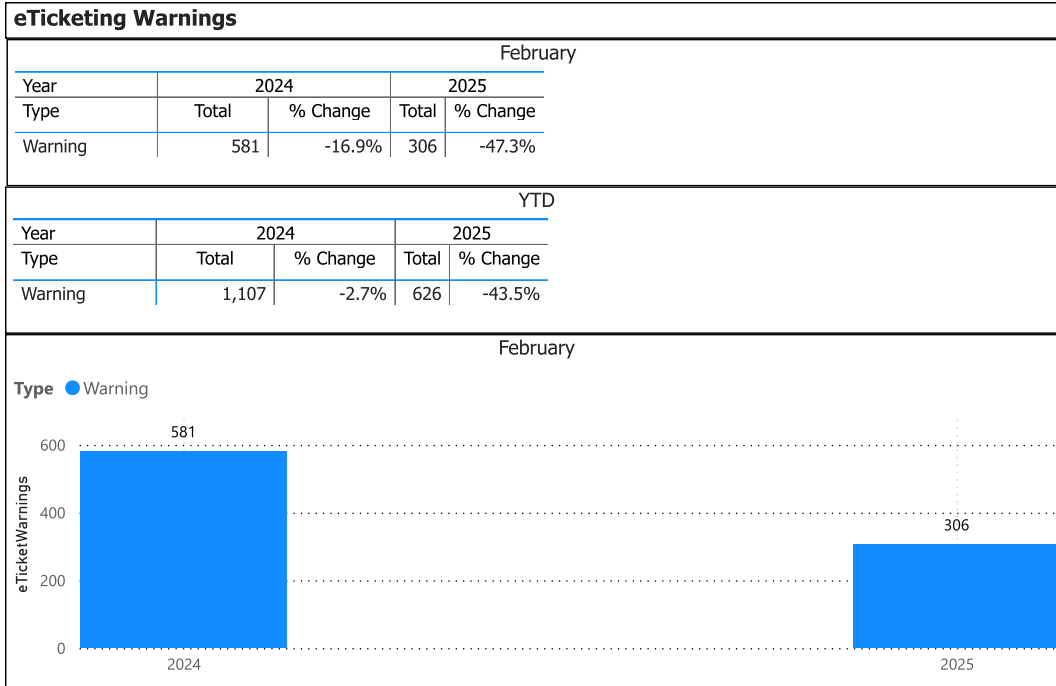


Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
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Area(s): ALL
 Data source date:
 3-Mar-25

Report Generated on:
 05-Mar-2025 8:46:17 AM

**OPP Detachment Board Report
Records Management System
February 2025**



Note: The eTicketing system was not fully implemented until the end of 2022, therefore data is only available beginning in 2023. % Change in 2023 may appear higher in this report due to the incomplete 2022 data.

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

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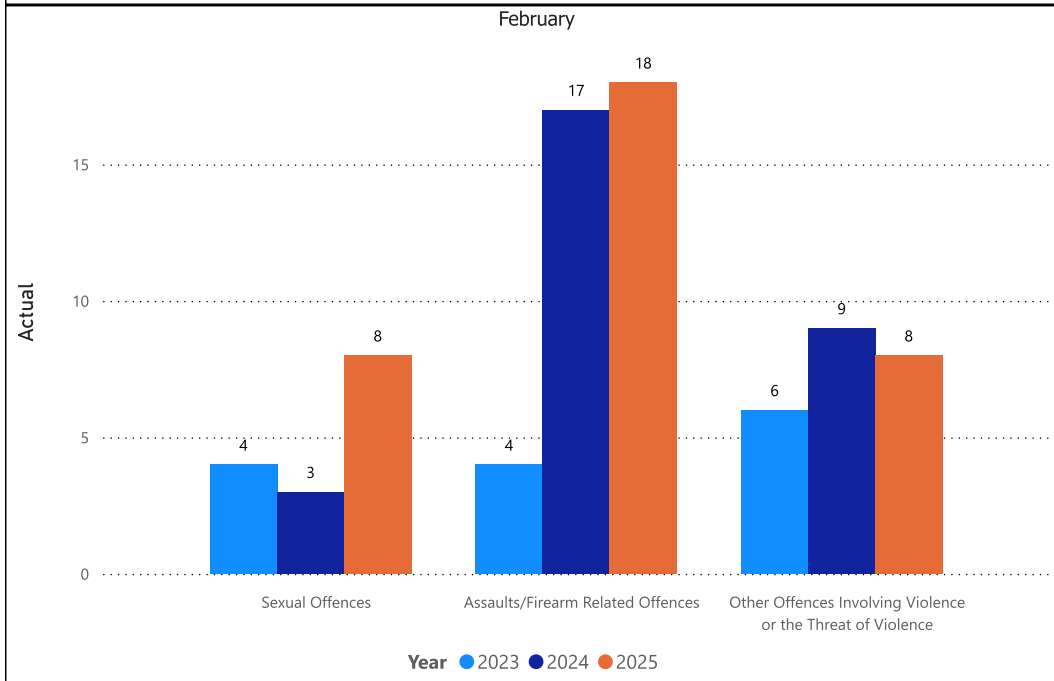
Report Generated on:

05-Mar-2025 8:52:04 AM

**OPP Detachment Board Report
Records Management System
February 2025**

Violent Crime						
February						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	0	--	0	--	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	4	0.0%	3	-25.0%	8	166.7%
Assaults/Firearm Related Offences	4	0.0%	17	325.0%	18	5.9%
Offences Resulting in the Deprivation of Freedom	0	--	0	--	0	--
Robbery	0	--	0	--	0	--
Other Offences Involving Violence or the Threat of Violence	6	-62.5%	9	50.0%	8	-11.1%
Offences in Relation to Sexual Services	0	--	0	--	0	--
Total	14	-41.7%	29	107.1%	34	17.2%

YTD						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	1	--	0	-100.0%	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	8	0.0%	9	12.5%	18	100.0%
Assaults/Firearm Related Offences	22	120.0%	32	45.5%	35	9.4%
Offences Resulting in the Deprivation of Freedom	0	--	1	--	0	-100.0%
Robbery	2	--	1	-50.0%	0	-100.0%
Other Offences Involving Violence or the Threat of Violence	18	-35.7%	18	0.0%	25	38.9%
Offences in Relation to Sexual Services	0	--	0	--	0	--
Total	51	10.9%	61	19.6%	78	27.9%



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

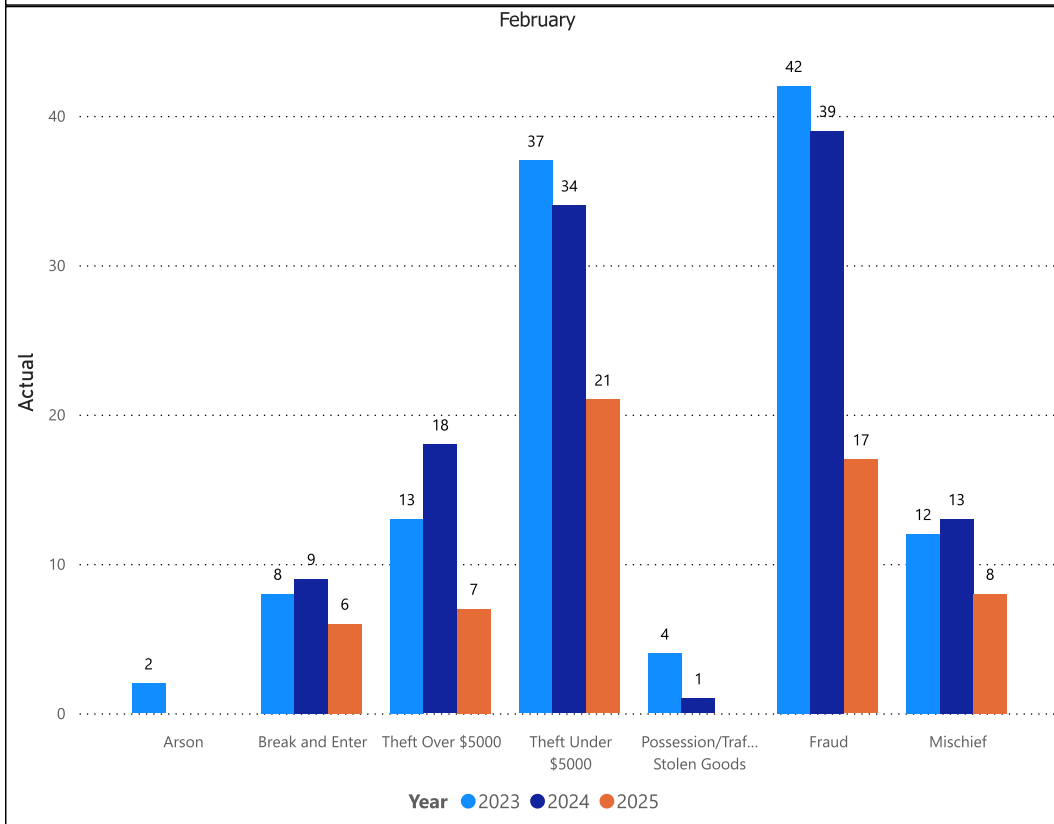
Data source date:
03-Mar-2025

Report Generated on:
05-Mar-2025 8:46:17 AM

OPP Detachment Board Report Records Management System February 2025

Property Crime						
February						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	2	--	0	-100.0%	0	--
Break and Enter	8	-33.3%	9	12.5%	6	-33.3%
Theft Over \$5000	13	-27.8%	18	38.5%	7	-61.1%
Theft Under \$5000	37	12.1%	34	-8.1%	21	-38.2%
Possession/Trafficking Stolen Goods	4	0.0%	1	-75.0%	0	-100.0%
Fraud	42	27.3%	39	-7.1%	17	-56.4%
Mischief	12	20.0%	13	8.3%	8	-38.5%
Total	118	7.3%	114	-3.4%	59	-48.2%

YTD						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	5	150.0%	0	-100.0%	0	--
Break and Enter	18	-18.2%	15	-16.7%	9	-40.0%
Theft Over \$5000	24	-38.5%	35	45.8%	18	-48.6%
Theft Under \$5000	61	-17.6%	63	3.3%	50	-20.6%
Possession/Trafficking Stolen Goods	5	-28.6%	2	-60.0%	1	-50.0%
Fraud	77	42.6%	84	9.1%	53	-36.9%
Mischief	33	-23.3%	24	-27.3%	23	-4.2%
Total	223	-7.5%	223	0.0%	154	-30.9%



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
 Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

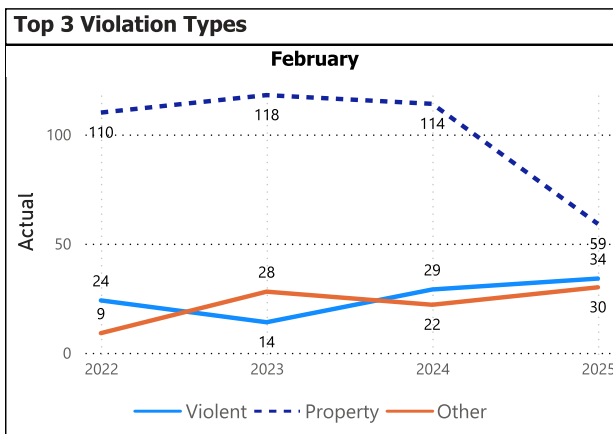
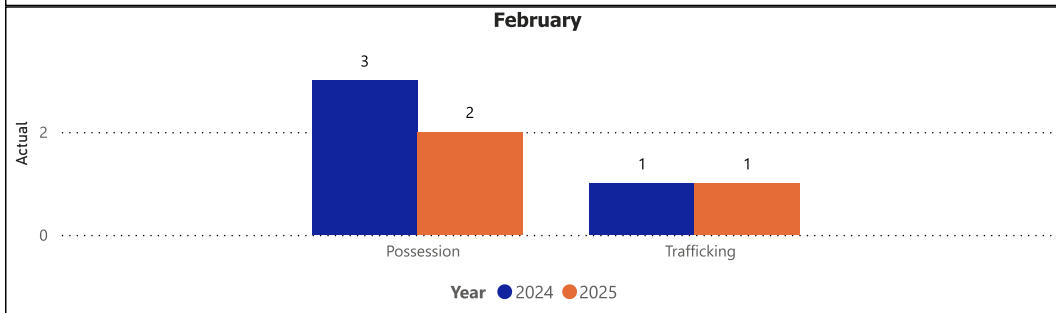
Area(s): ALL
 Data source date:
 03-Mar-2025

Report Generated on:
 05-Mar-2025 8:46:17 AM

**OPP Detachment Board Report
Records Management System
February 2025**

Drug Crime						
February						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	0	-100.0%	3	--	2	-33.3%
Trafficking	0	-100.0%	1	--	1	0.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	0	-100.0%	4	--	3	-25.0%

YTD						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	3	0.0%	4	33.3%	2	-50.0%
Trafficking	0	-100.0%	1	--	1	0.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	1	--	0	-100.0%	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	4	-42.9%	5	25.0%	3	-40.0%



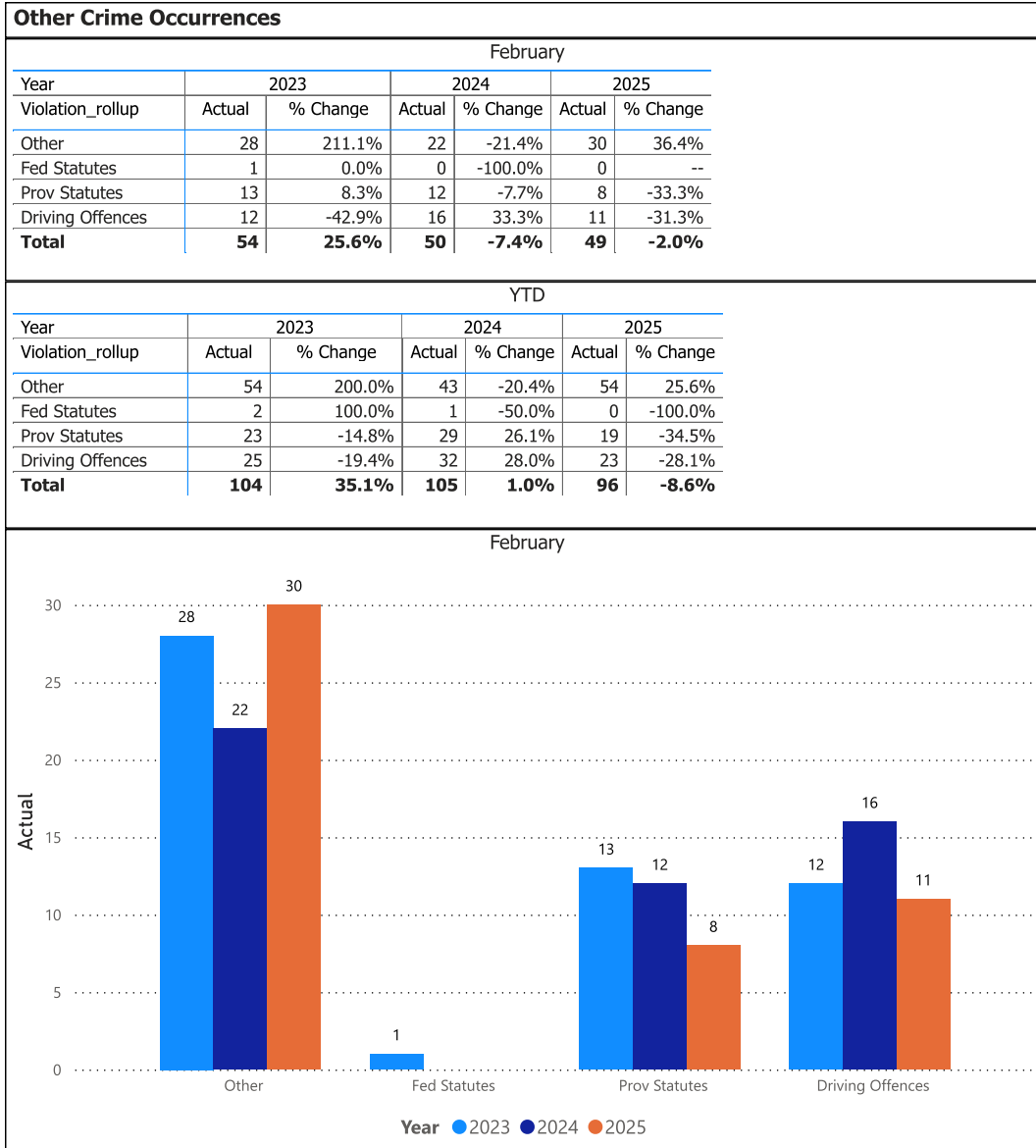
Top 5 Violation Groups					
February					
ViolationGrp	2022	2023	2024	2025	Total
Fraud	33	42	39	17	131
Theft Under \$5000	33	37	34	21	125
Failure to Comply	6	21	15	25	67
Theft Over \$5000	18	13	18	7	56
Provincial Statutes	12	13	12	8	45

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
 Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL
 Data source date:
 03-Mar-2025

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OPP Detachment Board Report Records Management System February 2025



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

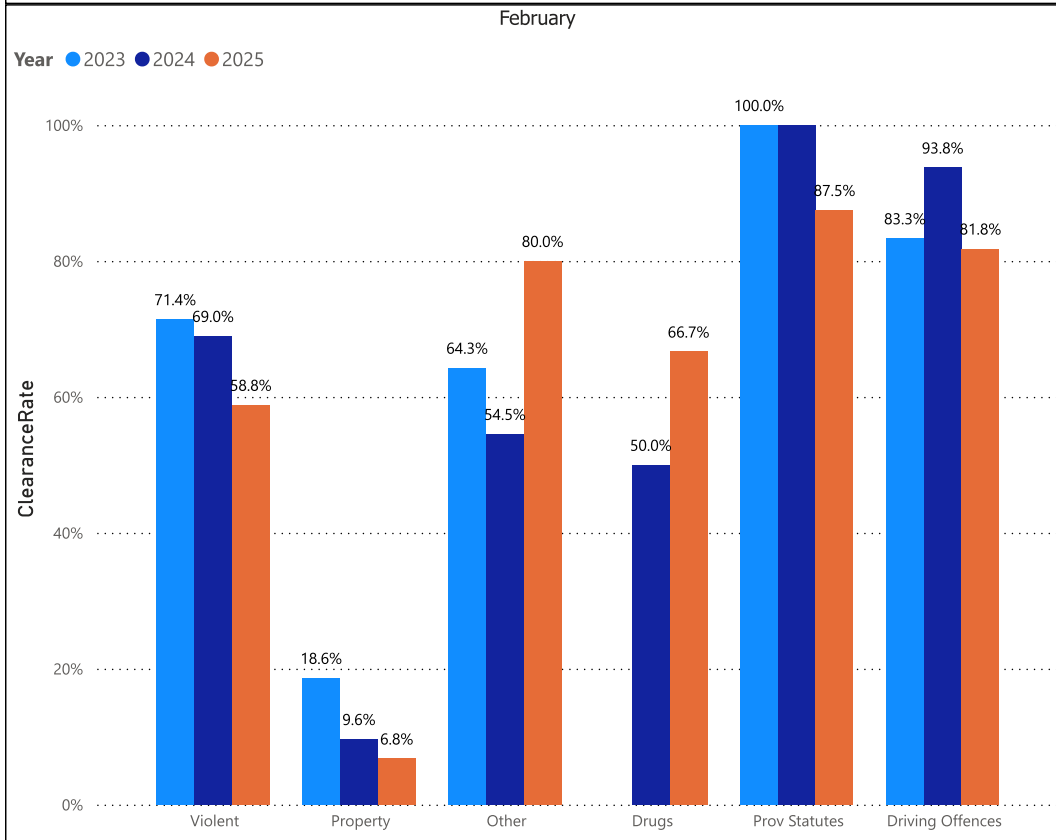
Data source date:
03-Mar-2025

Report Generated on:
05-Mar-2025 8:46:17 AM

OPP Detachment Board Report Records Management System February 2025

Clearance Rate						
February						
Year	2023		2024		2025	
	%	% Change	%	% Change	%	% Change
Violent	71.4%	185.7%	69.0%	-3.4%	58.8%	-14.7%
Property	18.6%	2.5%	9.6%	-48.2%	6.8%	-29.7%
Other	64.3%	44.6%	54.5%	-15.2%	80.0%	46.7%
Drugs		-100.0%	50.0%	--	66.7%	33.3%
Fed Statutes	0.0%	-100.0%		--		
Prov Statutes	100.0%	9.1%	100.0%	0.0%	87.5%	-12.5%
Driving Offences	83.3%	-7.9%	93.8%	12.5%	81.8%	-12.7%

YTD						
Year	2023		2024		2025	
	%	% Change	%	% Change	%	% Change
Violation_rollup						
Violent	68.6%	125.5%	68.9%	0.3%	65.4%	-5.0%
Property	15.2%	2.1%	11.7%	-23.5%	5.2%	-55.4%
Other	70.4%	81.0%	55.8%	-20.7%	75.9%	36.0%
Drugs	75.0%	5.0%	60.0%	-20.0%	66.7%	11.1%
Fed Statutes	50.0%	-50.0%	100.0%	100.0%		-100.0%
Prov Statutes	100.0%	3.8%	93.1%	-6.9%	94.7%	1.8%
Driving Offences	88.0%	-2.6%	93.8%	6.5%	87.0%	-7.2%

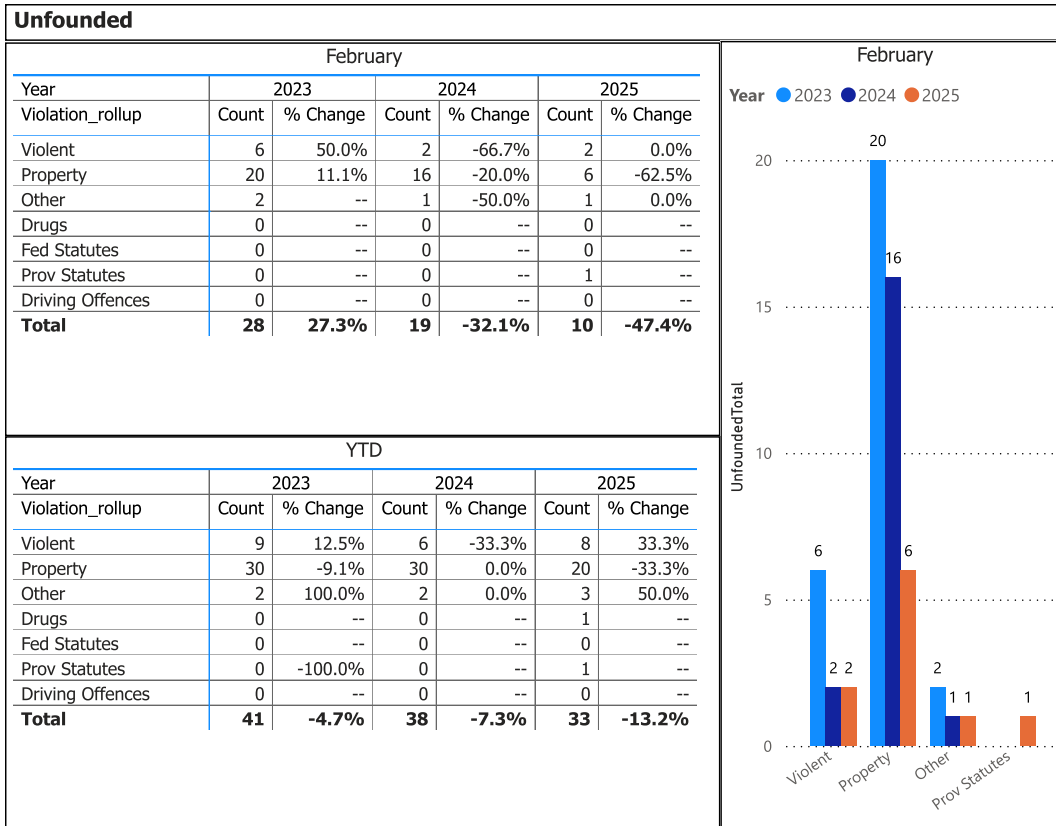


Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
 Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL
 Data source date:
 03-Mar-2025

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 05-Mar-2025 8:46:17 AM

**OPP Detachment Board Report
Records Management System
February 2025**



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

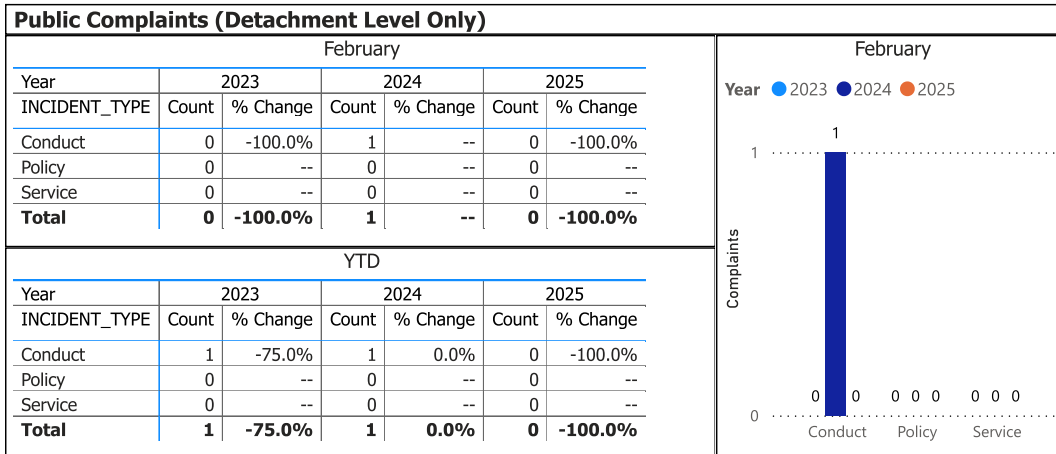
Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

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03-Mar-2025

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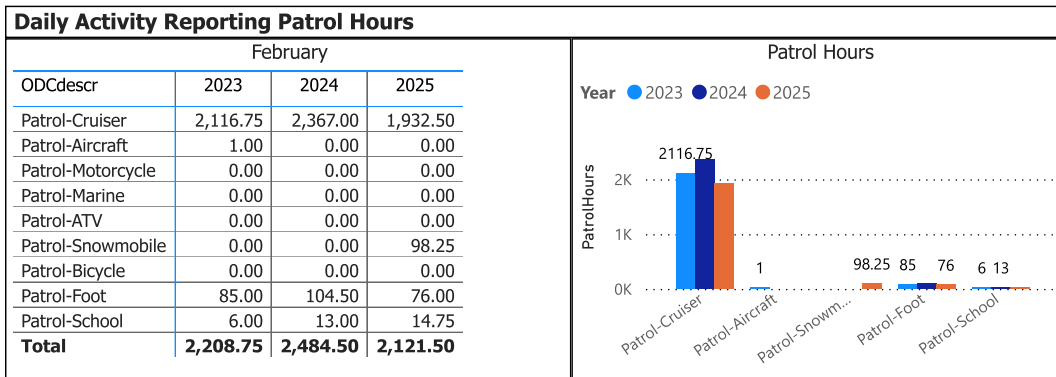
OPP Detachment Board Report Records Management System February 2025



Data source: RMS Data Feed
Ontario Provincial Police, Professional Standards Bureau Commander Reports - File Manager System

Data source date:
03-Mar-2025

Daily Activity Reporting



Data source (Daily Activity Reporting System) date:
03-Mar-2025

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

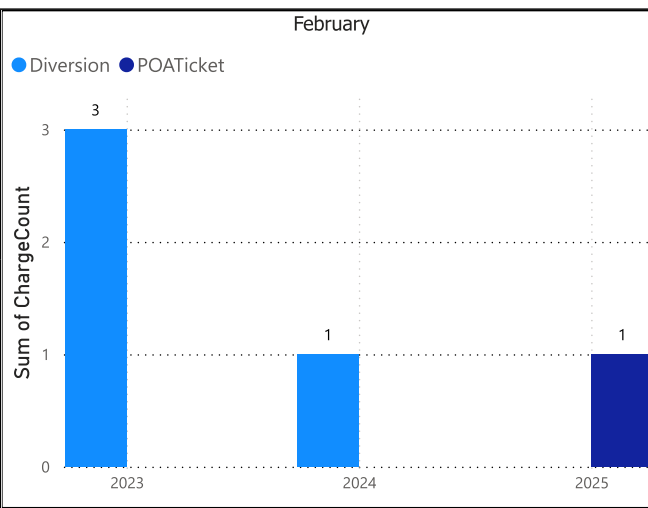
Data source date:
03-Mar-2025

Report Generated on:
05-Mar-2025 8:46:17 AM

OPP Detachment Board Report Records Management System February 2025

February			
Disposition_Type	2023	2024	2025
Bail	0	0	0
Conviction	0	0	0
Diversion	3	1	0
NonConviction	0	0	0
NotAccepted	0	0	0
POATicket	0	0	1
Total	3	1	1

YTD			
Disposition_Type	2023	2024	2025
Bail	0	0	0
Conviction	1	0	0
Diversion	4	1	2
NonConviction	3	3	0
NotAccepted	0	0	0
POATicket	0	0	1
Total	8	4	3



Legend: ● Diversion ● POATicket

Year	Sum of ChargeCount
2023	3
2024	1
2025	1

February						
Year	2025					Total
OccType	Conviction	Diversion	NonConviction	NotAccepted	POATicket	
eTicket - Person	0	0	0	0	1	1
Total	0	0	0	0	1	1

YTD						
Year	2025					Total
OccType	Conviction	Diversion	NonConviction	NotAccepted	POATicket	
eTicket - Person	0	0	0	0	1	1
Sexual assault	0	2	0	0	0	2
Total	0	2	0	0	1	3

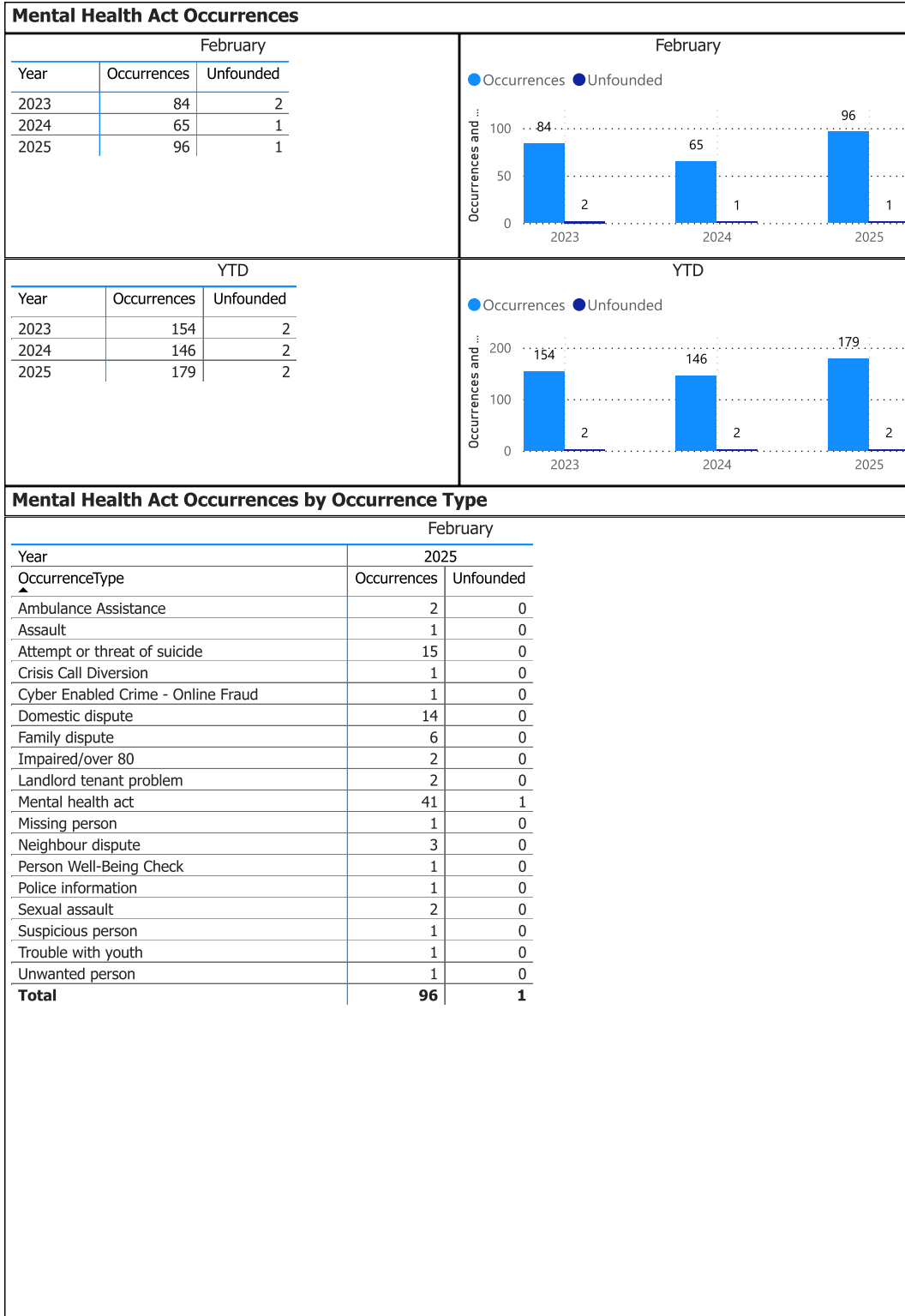
The tables and chart on this page present summarized youth charges by disposition and occurrence type that have been recorded in the OPP Niche RMS application. Of note... the Niche data sourced for this report page only lists youth charges that have had a disposition type entered against them. Therefore, please be aware that the counts of youth charges entries on this report page are under stating the potential sum of youth charges that are in OPP Niche RMS.

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
 Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL
 Data source date:
 03-Mar-2025

Report Generated on:
 05-Mar-2025 8:54:08 AM

OPP Detachment Board Report Records Management System February 2025



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

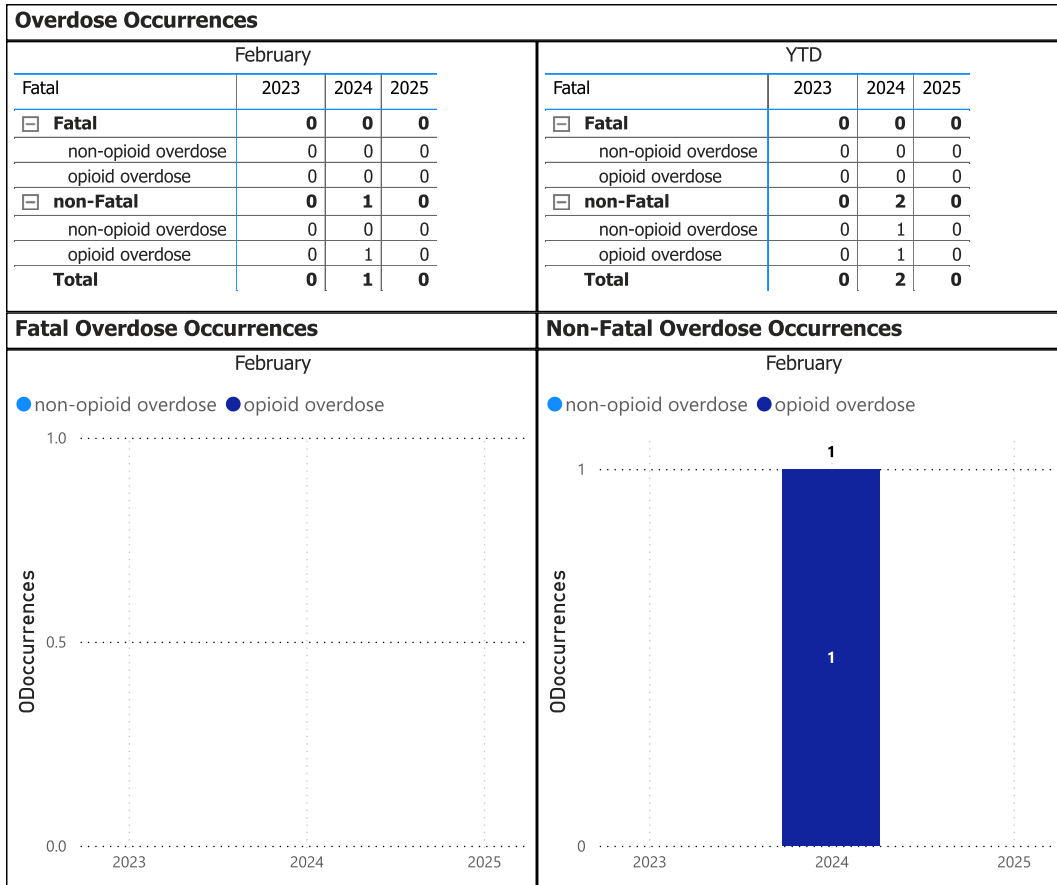
Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
03-Mar-2025

Report Generated on:
05-Mar-2025 8:46:17 AM

OPP Detachment Board Report Records Management System February 2025



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

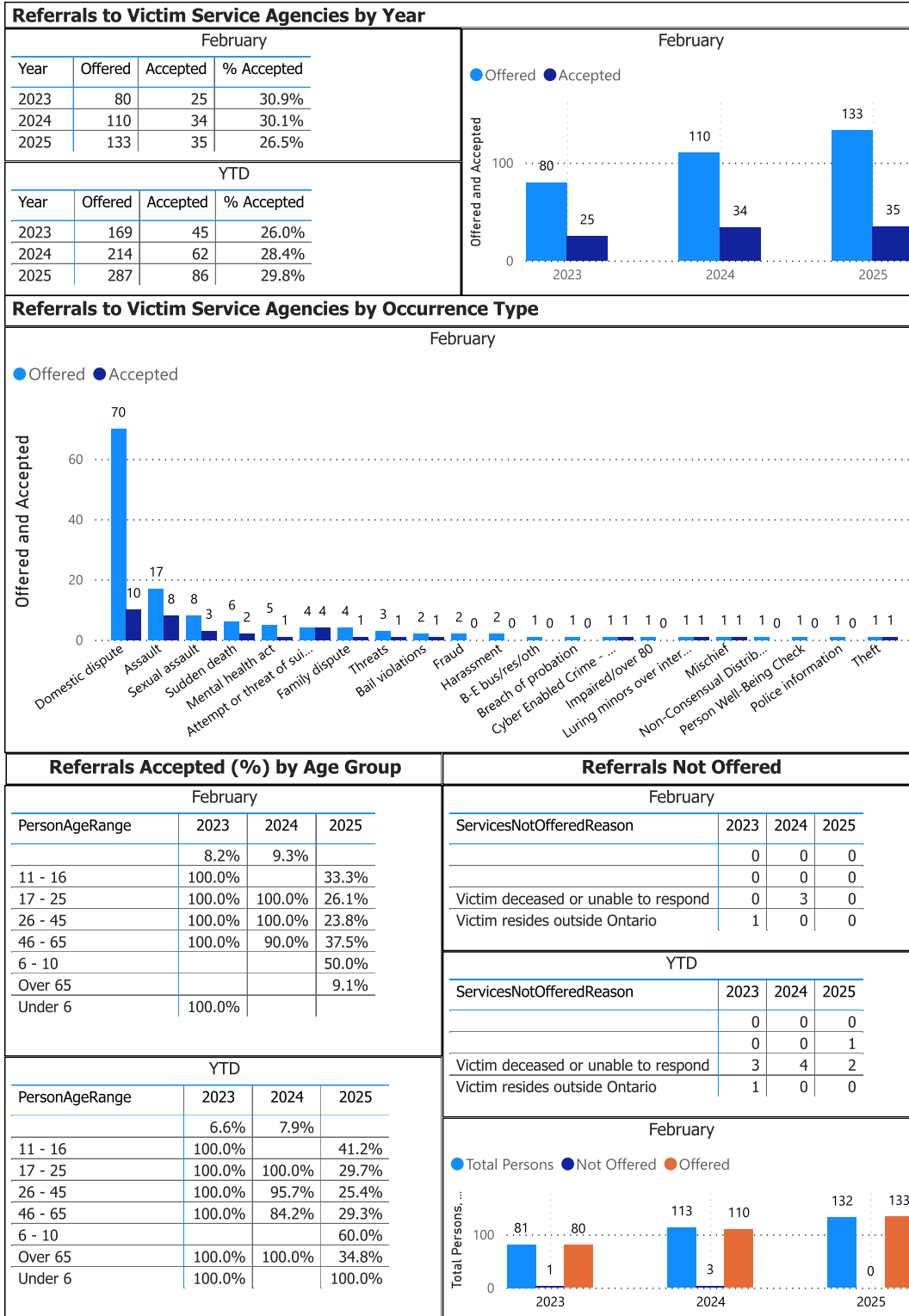
Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
03-Mar-2025

Report Generated on:
05-Mar-2025 8:46:17 AM

OPP Detachment Board Report Records Management System February 2025



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
03-Mar-2025

Report Generated on:
05-Mar-2025 8:46:17 AM

Contacts

In an emergency DIAL 911

You can also call
1 888 310 1122
1 888 310 1133 (TTY)
Anywhere in Ontario, 24-hour toll free

Non-emergency calls

Please call
1 888 310 1122
1 888 310 1133 (TTY)
Anywhere in Ontario, 24-hour toll free

County of Wellington OPP Detachments

Centre Wellington Operations Centre

371 Charles Allan Way,
Fergus, ON N1M 2W3
Non-Emergency 519-846-5930
Fax 519-846-5460

South Wellington Operations Centre

5145 Wellington Road 27,
Rockwood, ON N0B 2K0
Non-Emergency 519-856-1506
Fax 519-846-2327

North Wellington Operations Centre

6725 Wellington Road 109,
Palmerston, ON N0G 2P0
Non-Emergency 519-343-5770
Fax 519-343-5780

OPP General Headquarters

Ontario Provincial Police
General Headquarters
Lincoln M. Alexander Building
777 Memorial Avenue
Orillia, ON
L3V 7V3

General inquiries: 705 329-6111
8:00 am to 4:00 pm, Monday to Friday

-  www.opp.ca
-  [Report a Crime Online](#)
-  [News releases](#)
-  [Upcoming events](#)
-  [Social media](#)



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Processing Activity Report

Data Type: **Parking**

Creation Date/Time: **03/03/2025 07:54 AM**

Transaction dates of **01/02/2025 through 28/02/2025**

The County of Wellington

Agency: **All**

Ticket Activity	Number						Value
Tickets - Entered							
ALPHADIGITAL Ticket	5						\$215.00
Manually Entered Ticket	81						\$3,360.00
Skeletal Ticket	0						\$0.00
Subtotal Tickets Entered	86						\$3,575.00
Tickets - Reactivations							
Voids - Reinstated	0						\$0.00
Dismissals - Reversed	0						\$0.00
Waived - Reversed	0						\$0.00
Subtotal Ticket Reactivated	0						\$0.00
Tickets - Removed							
Voided	1						\$35.00
Dismissed	0						\$0.00
Waived	0						\$0.00
Skeletal Ticket Matches	0						\$0.00
Subtotal Ticket Removed	1						\$35.00
Total Ticket Activity	85						\$3,540.00
Fines and Fees Added							
Fines Added	0						\$0.00
Late Fees Added	0						\$0.00
NSF Fees Added	0						\$0.00
Other Fees Added	0						\$0.00
Total Fines and Fees Added	0						\$0.00
Fines and Fees Removed							
Fines Removed	0						\$0.00
Late Fees Removed	0						\$0.00
NSF Fees Removed	0						\$0.00
Other Fees Removed	0						\$0.00
Total Fines and Fees Removed	0						\$0.00
Total Change from	Ticket Activity and Added Fees						\$3,540.00
Payment Activity	Number	Fine	Late Fee	NSF Fee	Service Fee	Total \$	
Ticket - Payments							
Fully Paid	29	\$980.00	\$45.00	\$0.00	\$0.00	\$1,025.00	
Partially Paid	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Over Payments	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal Payments	29	\$980.00	\$45.00	\$0.00	\$0.00	\$1,025.00	
Outside Payments	29	\$980.00	\$45.00	\$0.00	\$0.00	\$1,025.00	
Ticket Payments Rescinded							
Payment Reversals	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
NSF Reversals	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal Rescinded Payments	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Refunded Overpayments	0	\$0.00					\$0.00
Payments	29	\$980.00	\$45.00	\$0.00	\$0.00	\$1,025.00	
Total Fees Paid				\$0		\$0.00	
Gross Revenue(Total Payments - Total Fees Paid)						\$1,025.00	
Adjustments	Uncollectable Fines and Fees			0			\$0.00
Net Database Change(Total Change from Activity and Added Fees - Total Payments - Adjustments)						\$2,515.00	



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Wellington County O.P.P. Detachment Board
From: Kelly-Ann Wingate, Purchasing and Risk Analyst
Date: Wednesday, March 12, 2025
Subject: False Alarm Revenue Report

Background: False Alarm revenue collected for 2025.

Month	False Alarms sent to the County for invoicing	Amount invoiced to customers	Amount collected to date
January	21	\$9,450	\$14,670
February	31	\$13,950	\$5,130
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
2025 Totals	52	\$23,400	\$19,800
2024 Totals	304	\$123,120	\$112,290
2023 Totals	310	\$119,350	\$97,840
2022 Totals	302	\$108,190	\$78,360

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:
 Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That the March False Alarm Revenue Report be received for information.

Respectfully submitted,

Kelly-Ann Wingate
 Purchasing and Risk Analyst

In consultation with/approved by:
Ken DeHart, County Treasurer
Scott Wilson, CAO



The Corporation of the County of Wellington
Joint Social Services and Land Ambulance Committee
Minutes

March 12, 2025
County Administration Centre
Guthrie Room

Present: Warden Chris White
Councillor Linda Busuttil (Chair)
Councillor David Anderson (Vice-Chair)
Councillor Matthew Bulmer
Councillor Mary Lloyd
Councillor Cathy Downer
Mayor Cam Guthrie

Regrets: Councillor Dominique O'Rourke

Also Present: Councillor Diane Ballantyne
Councillor Campbell Cork
Councillor Jeff Duncan

Staff: Jennifer Adams, County Clerk
Luisa Artuso, Social Services Administrator
Krista Card, Director, Ontario Works
Anita Kashani, Information Management Co-op Student
Sean Kyle, Housing Maintenance Manager
Mandy Koroniak, Director, Children's Early Years Division
Jackie Osti, Manager, Purchasing and Risk Management Services
Scott Wilson, CAO

Guelph: Colleen Clack-Bush, Deputy CAO Public Services
Antti Vilkkko, General Manager Facilities and Energy Management
Dylan McMahon, Acting General Manager/City Clerk

1. Call to Order

At 1:00 pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Financial Statements as of February 28, 2025

1/3/25

Moved by: Councillor Anderson

Seconded by: Mayor Guthrie

That the Financial Statements as of February 28, 2025 be approved.

Carried

4. Request for Proposal (RFP) Award for Electronic Access Control

2/3/25

Moved by: Mayor Guthrie

Seconded by: Warden White

That project CW2024-068 a request for proposal for the supply and installation of the specified electronic access control system plus one year of software licensing at twenty-eight residential housing complexes be awarded to Convergent Technologies Ltd., of Brantford, Ontario at the total amount of \$2,106,600.00 excluding H.S.T. @13%; and

That the funding for this project be approved as set out in the Financial Summary; and

That staff be authorized to issue the Purchase Order for the contract; and

That the Warden and Clerk be authorized to sign the necessary agreements.

Carried

5. Social Services - Children's Early Years

5.1 2025 EarlyON Child and Family Centre Funding

3/3/25

Moved by: Councillor Downer

Seconded by: Councillor Bulmer

That the Joint Social Services and Land Ambulance Committee recommend to County Council that the report, 2025 EarlyON Child and Family Centre Funding, be received for information.

Carried

6. Social Services - Ontario Works

6.1 Provincial Centralized Intake Update and Regulatory Changes

4/3/25

Moved by: Mayor Guthrie

Seconded by: Councillor Anderson

That report OW-25-01 Provincial Centralized Intake Update and Regulatory Changes, be received for information.

Carried

7. Social Services - Housing

7.1 2024-25 Winter Response January Update

5/3/25

Moved by: Councillor Anderson

Seconded by: Mayor Guthrie

That the Joint Social Services and Land Ambulance Committee recommend to County Council to receive the report, 2024-25 Winter Response January Update, for information.

Carried

8. Adjournment

At 2:05 pm, the Chair adjourned the meeting until April 9, 2025 or at the call of the Chair,

Linda Busuttil
Chair

Joint Social Services and Land Ambulance Committee



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Joint Social Services and Land Ambulance Committee
From: Jackie Osti, Manager of Purchasing and Risk Management Services
Date: Wednesday, March 12, 2025
Subject: RFP Award Electronic Access Control System

Background:

Staff issued a request for proposal for an Electronic Access Control System solution including hardware and software, controllers, appliances, readers, access cards, system design, cabling, installation, maintenance, service and support, warranty, and training for twenty-eight buildings.

Procurement Method:

The Request for proposal (“RFP”) procurement method is used to achieve “best value” based on disclosed evaluation criteria in the RFP and award is based on selecting the highest scoring proposal through an evaluation process. An award recommendation in an RFP procurement is not based on lowest price. The evaluation team (staff) score each submission against the stated criteria in the RFP and determine the point score in each category.

RFP Requirements:

The RFP contained detailed information regarding the electronic access control system the County was seeking along with the integration requirements for our existing systems. Below is an excerpt from the RFP which outlines the requirements:

- Cloud based solution (Saas) and Remote System Management.
- Site assessment, design and layout of all access control system components including hardware and software, necessary cabling, and installation of supporting networking equipment.
- Furnish sufficient personnel and equipment to complete the project in a continuous manner once the work begins.
- Network infrastructure requirements, hardware descriptions and functionality for all systems included in the proposal.
- Coordinating with County staff for installation and testing.
- System training.
- Five-year preventive maintenance programme – labour only.
- Mandatory requirements for proof of system warranty, insurance, and bonding.

RFP Evaluation Criteria:

The evaluation criteria in the RFP is used to score submissions relevant to each proponent’s demonstrated knowledge, expertise, compliance with scope, product support, format, and organizational capacity and to identify firms who have the interest, proficiency, and financial strength to supply the County’s Housing Services division with an electronic access control system as per the below criteria:

Part A - Professional Qualifications - 10 points – State the full name and address of your organization and, if applicable, the branch office or other subsidiary element that will perform or assist in performing the work as specified. Indicate whether it operates as an individual, partnership, or corporation and if the corporation is licensed to operate in the Province of Ontario.

Part B - Past Involvement with Similar Projects – 10 points - The written proposal must include:

- i. a list of specific experience in the project area and indicate proven ability implementing similar projects for the firm and the individuals to be involved in the project.
- ii. a complete list of client references for similar projects recently completed. The list shall include the firm/agency name, address, telephone number, project title, and contact person.
- iii. the firm shall have previously designed, installed, tested, and deployed a security access control system of the same design and complexity as proposed for the County for a minimum of five (5) multi-residential properties that are of similar size and complexity. The security access control system shall have been fully operational at each of these properties for a period of no less than two (2) years from the issue date of this RFP.
- iv. the firm shall provide references for at least three (3) of the projects.

Part C - Proposed Access Control System – 30 points - Provide a detailed and comprehensive description of the system the proponent intends to utilize to achieve the access control requirements requested in this RFP. This description shall include, but not limited to:

- i. Whether the components are hard wired or wireless note: If wireless, what are the battery and battery maintenance requirements.
- ii. Provide cut sheets for all proposed hardware components.

Part D - Proposed Service Plan – 15 points - Provide a list of certified technicians that will be providing training and onsite support and maintenance of the electronic access control system. Provide a list of policies on firmware updates for the proposed solution. The proposal shall include a technical roadmap for the proposed electronic access control system solution.

- i. Include how often major and minor changes are released.
- ii. Describe how the customer is notified of platform and system changes.
- iii. Describe how updates are vetted before installation to validate if equipment is compatible.
- iv. Include how updates are installed and applied.

Part E - Proposed Work Plan – 15 points - Provide a detailed and comprehensive description of how the Proponent intends to provide the services requested in this RFP. The proposal should highlight key staff and positions that would be involved with projects. This description shall include, but not limited to:

- i. how the project(s) will be managed and scheduled.
- ii. how and when data and materials will be delivered to the County.
- iii. communication and coordination.
- iv. the working relationship between the Proponent and County staff.
- v. the company's general philosophy regarding providing the requested services.

Part E - Fee Proposal – 20 points - Unless otherwise indicated in the requested pricing information, rates quoted by the proponent must be all inclusive and must include all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery and installation, set-up including any pre-delivery inspection charges and all other overhead, including any fees or other charges required by law. Proponents must include pricing that aligns to your solution, methodologies, and processes.

Evaluation Process:

Proposals were reviewed by the evaluation team in the following stages. If a proponent failed to pass Stage 1 or 2, they did not proceed further in the evaluation.

Stage 1: Pass/fail – Proponent must provide documented proof of Insurance, bonding and system warranty.

Stage 2 Parts A - E: Proponents must achieve a minimum score of 65 out of 80 points to proceed further in the evaluation to the price scoring.

Stage 3 Pricing – Part F:

Proponents to provide the following prices:

1. Lump sum fee to supply and install electronic access system – 15 points
2. Lump sum fee for a 5 Year Preventive Maintenance Plan – 5 points
3. Lump sum fee for software licencing

A total of six submissions were received. Four submissions did not meet Stage 2 minimum scoring thresholds (65/80) and did not proceed in the evaluation process. The remaining two proponents, Convergent Technologies Ltd. and Paladin Technologies Inc. were invited to do an in-person demonstration of their proposed system. Below is the pricing proposal from these two firms.

Description of Pricing	Convergent Technologies Ltd., Brantford, Ontario	Paladin Technologies Inc, British Columbia
Lump Sum – System Supply & Installation	\$1,868,600.00	\$1,845,810.00
Lump Sum - 5 Year Maintenance Programme	\$304,078.00	\$677,047.50
Software Licencing Fees – 1 year	\$238,000.00	\$259,840.00
Total	\$2,410,678.00	\$2,782,697.50

“*” based on licences for 1,160 door controls.

Convergent Technologies Ltd., of Brantford achieved the highest overall score and demonstrated a clear and comprehensive understanding of the project deliverables in their submission. During Convergent’s software demonstration they further supported their capabilities to deliver this project using in-house resources along with a detailed installation schedule to meet the County’s deadline.

Staff are recommending award to Convergent Technologies Ltd., for the lump sum fee for the system supply and installation (\$1,868,600.00) and annual software licensing fees (\$238,000.00). Staff reviewed the value of the maintenance programme and may consider adding it at a future date. The remaining budget funds will cover costs related to the access control project that fall outside the scope of this contract, including necessary IT infrastructure upgrades and the replacement of unit doors that are severely degraded or damaged.

Overview of System Capabilities

The electronic access system proposed by Convergent Technologies Ltd. is supported by “Genetec.” This system has capabilities that extend beyond access control to video surveillance, building automation integration, and visitor management through a unified interface. The access control as a service includes real-time door activity monitoring, cardholder synchronization, and cloud-based functionality with automatic backups. Genetec can also simplify alarm configuration allowing seamless

integration of video, access control, and sensors within a single interface. The platform has extensive reporting capabilities, allowing users to generate detailed reports based on various search criteria, time ranges, and filters helping users identify activity patterns and gain actionable insights. Genetec unifies these features while enhancing collaboration, simplifying management, and providing robust cybersecurity measures, making it an adaptable solution for comprehensive security needs.

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 project CW2024-068 a request for proposal for the supply and installation of the specified electronic access control system plus one year of software licensing at twenty-eight residential housing complexes be awarded to Convergent Technologies Ltd., of Brantford, Ontario at the total amount of \$2,106,600.00 excluding H.S.T. @13%; and

That the funding for this project be approved as set out in the attached Financial Summary; and

That staff be authorized to issue the Purchase Order for the contract; and

That the Warden and Clerk be authorized to sign the necessary agreements.

Respectfully submitted,



Jackie Osti
Manager,
Purchasing and Risk Management Services

In consultation with/approved by:

Luisa Artuso, Social Services Administrator
Ken DeHart, County Treasurer
Scott Wilson, CAO

FINANCIAL SUMMARY

COUNTY OF WELLINGTON CAPITAL PROJECT EXPENDITURE AND FINANCING SCHEDULE

Bid name: Electronic Access Control System
 Bid number: CW2024-068

Project name: Various Unit Door/Fob replacement
 Project number : 21530310

PROJECT COSTS

	Total
<u>Bid:</u>	
Tendered Cost	\$1,902,000
Software Licence	\$242,200
Contingency	\$190,200
Works to be awarded under separate purchasing process	\$330,600
Bid to Award	\$2,665,000

* includes net cost to County of HST

PROJECT BUDGET APPROVALS AND FINANCING

	Gross cost	Housing Capital Reserve	National Housing Co-Investment Fund	Municipal Recovery - City of Guelph
2023 Capital Budget	\$ 815,000	\$ 11,000	\$ 761,000	\$ 43,000
2024 Capital Budget	\$ 1,850,000		\$ 1,850,000	
Project Total	\$ 2,665,000	\$ 11,000	\$ 2,611,000	\$ 43,000



Committee Report

CEYD-25-02

To: Chair and Members of the Joint Social Services and Land Ambulance Committee
From: Mandy Koroniak, Director of Children’s Early Years
Date: Wednesday, March 12, 2025
Subject: **2025 EarlyON Child and Family Centre Funding**

Background:

EarlyON Child and Family Centres are a 100% Provincially funded family support programme for families and children from birth to 6 years of age. These high-quality programmes are provided at no cost to families.

Across the Wellington service delivery area, there are 8 EarlyON Child and Family Centre sites that are located in the Township of Centre Wellington, Town of Erin, City of Guelph (2), Township of Guelph-Eramosa, Township of Mapleton, Town of Minto, and Township of Wellington North. EarlyON Child and Family Centres are permanent, physical programme sites that offer in-person services year-round at least 5 days per week. Services are additionally offered outside of centres through satellite sites and mobile services.

EarlyON Child and Family Centre programmes and services in Wellington-Guelph are provided by the following contracted service providers:

- Community Resource Centre of North and Centre Wellington – 6 EarlyON Centres and 9 Satellite/Mobile EarlyON Locations throughout Wellington County
- Guelph Community Health Centre – 1 EarlyON Centre and 5 Satellite/Mobile EarlyON Programmes in Guelph with one satellite programme in the Township of Puslinch.
- Shelldale Family Gateway – 1 EarlyON Centre in Guelph

EarlyON Child and Family Centres are partially funded through the Canada-Ontario Early Learning and Child Care (ELCC) Federal Agreements. There have been 4 ELCC Agreements since 2017 as follows: 2017-2020, 2020-2021, 2021-2022, and 2021-2025. The current ELCC agreement ends March 31, 2025.

Update:

In 2025, the total EarlyON Child and Family Centre funding planned to be allocated to the contracted service providers is \$2,079,064 for the period of January 1 to December 31, with a portion of this funding to be received through the ELCC Agreement. The April 1 to December 31 ELCC portion is subject to renewal or renegotiation of the ELCC Agreement between the Federal Government and the Province of Ontario.

In 2025, the total EarlyON Child and Family Centre funding planned to be allocated to the contracted service providers from both provincial and federal funding sources is shown below:

2025 Planned EarlyON Allocations to Contracted Service Providers

Funding Source	2025 Allocation
Provincial Allocation	\$1,222,133
ELCC (January to March)	\$214,233
ELCC (April to December)	\$642,698
Total	\$2,079,064

At this time, the Children’s Early Years Division has not received communication from the Province confirming continuation of the ELCC portion of this funding past March 31. Should this potential funding reduction occur, the allocations provided to the contracted service providers for April-December will need to be proportionately reduced as follows:

Potential 2025 EarlyON Funding Reduction

EarlyON Service Provider	Planned April- Dec 2025 Allocation	Adjusted April- Dec 2025 Allocation	Total Funding Reduction
Community Resource Centre of North and Centre Wellington	\$642,376	\$377,607	\$264,769
Guelph Community Health Centre	\$478,699	\$281,393	\$197,306
Shelldale Family Gateway	\$438,223	\$257,600	\$180,623
Total	\$1,559,298	\$916,600	\$642,698

The funding reduction will negatively impact the capacity of all contracted EarlyON service providers to deliver services to families throughout the Wellington service delivery area. It is expected that it will result in a reduction of mobile/satellite programmes as well as programming hours at all EarlyON Centres, and that the contracted agencies may not be able to retain their current staffing complement. Staff have notified the service providers of the pending reduction and are supporting them with contingency plans and service reductions.

Should the Children’s Early Years division receive confirmation of the continuation of the ELCC portion of EarlyON funding from the Ministry of Education, these funding reductions will not be implemented.

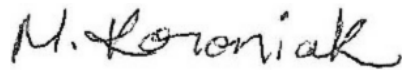
Financial Implications:

The Children’s Early Years 2025 operating budget assumed the full funding allocation would be realized with expenditures to match. Any funding reduction realized will be offset by expenditures and will not impact the municipal tax levy.

Recommendation:

That the Joint Social Services and Land Ambulance Committee recommend to County Council that the report, 2025 EarlyON Child and Family Centre Funding, be received for information.

Respectfully submitted,

A handwritten signature in black ink that reads "M. Koroniak". The signature is written in a cursive, flowing style.

Mandy Koroniak
Director of Children's Early Years Division

In consultation with/approved by:
Luisa Artuso, Social Services Administrator
Scott Wilson, Chief Administrative Officer



Committee Report

OW-25-01

To: Chair and Members of the Joint Social Services and Land Ambulance Committee
From: Krista Card, Director of Ontario Works
Date: Wednesday, March 12, 2025
Subject: **Provincial Centralized Intake Update and Regulatory Changes**

Background:

The Social Assistance Renewal Plan announced by the Ontario government in 2019 includes the implementation of a new Provincial Centralized Intake model that shifts the primary responsibility of Ontario Works intake to the Provincial Ontario Works Intake Unit from Service System Managers. The Ministry of Children, Community and Social Services launched the Provincial Centralized Intake model in November of 2020 and began phased implementation across the province in 2022. The Ministry has continued to expand and refine the model to simplify and standardize the Ontario Works application process throughout the implementation process.

Provincial Centralized Intake Update and Regulatory Changes

On September 6, 2024, the Ministry of Children, Community and Social Services announced the expansion of the Centralized Intake model. Effective October 1, 2024, the Province went “live” with the first phase of the expansion and increased their responsibilities related to Ontario Works applications and initial eligibility decisions in 10 service delivery areas. The County of Wellington went live with the expansion of the Centralized Intake model on February 18, 2025.

The Ministry of Children, Community and Social Services also made a regulatory change that will designate Service System Managers (Consolidated Municipal Service Managers and District Social Services Administration Boards) as delivery partners, with the Province designated as the delivery agent. With this change, the Ministry’s Ontario Works Intake Unit will assume responsibility for making initial eligibility decisions for Ontario Works applications, issuing decision letters, and initiating and releasing initial payments. The Ministry will also take on the responsibility for reviewing and defending these decisions through the appeal process.

Service System Managers will continue to be responsible for making initial eligibility decisions for emergency assistance, temporary care assistance and for Ontario Works applicants under the age of 18 years. Ontario Works offices will also continue to be responsible for ongoing eligibility, benefits administration and case management supports. The Ministry of Children, Community and Social Services has also confirmed that there will be no impact on cost-sharing or funding arrangements as a result of these changes or the supporting regulatory amendments.

This expansion is intended to further streamline processes and alleviate the local administrative burden related to Ontario Works applications to allow Service System Managers more time to focus on the delivery of impactful life stabilization supports. Although the Centralized Intake expansion shifts the determination of initial eligibility from local offices to the central Ontario Works Intake Unit, administrative efficiencies have not yet been realized as a result of this change. The ambitious scope of the Ministry's renewal plan and the use of an online risk-based model to determine eligibility require ongoing collaboration and process review between the Ministry and Service System Managers as the Ministry works to implement these broad, system-level changes.

Looking Ahead:

The Ontario Works division will continue to engage with Provincial and Municipal partners through the implementation of expanded Centralized Intake.

Attachments:

Appendix A: Director Memo to CMSM and DSSABs – Centralized Intake Update and Regulatory Changes
Appendix B: Centralized Intake Expansion Key Messages

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan: Doing What the County Does Best – Providing Critical Daily Services for Your Residents; and Making the Best Decisions for the Betterment of the Community.

Recommendation:

That report OW-25-01 Provincial Centralized Intake Update and Regulatory Changes, be received for information.

Respectfully submitted,



Krista Card
Director of Ontario Works

In consultation with/approved by:

Luisa Artuso, Social Services Administrator
Scott Wilson, Chief Administrative Officer

**Ministry of Children,
Community and Social Services**

Social Assistance Programs
Division

Social Assistance Central
Services Branch

2 Bloor Street West, 24th Floor,
Toronto, Ontario M7A 1E9

**Ministère des Services à l'enfance
et des Services sociaux et
communautaires**

Division des programmes d'aide
sociale

Direction des services centralisés en
matière d'aide sociale

2, rue Bloor ouest, 24e étage, Toronto
(Ontario) M7A 1E9



September 6, 2024

MEMORANDUM TO: Commissioners and CAOs of all CMSMs and DSSABs

FROM: Dr. Andres Laxamana, Director, Social Assistance Central Services Branch

SUBJECT: **Centralized Intake Update and Regulatory Changes**

Ontario remains committed to building a more responsive, efficient, and person-centred social assistance system that lifts people up and leaves no one behind. To this end, the Ministry of Children, Community and Social Services has prioritized the improvement of our social assistance programs, particularly on the improvement of Centralized Intake for Ontario Works.

Further to our communication on August 31, 2023, I am sharing another update on this important work.

As part of the work to complete Centralized Intake, the ministry intends to make a regulatory change that will designate the Ministry as the Ontario Works delivery agent and designate Consolidated Municipal Service Managers (CMSMs) and District Social Service Administration Boards (DSSABs) as delivery partners in 10 geographic areas of the province. The ministry will be responsible for initial eligibility decisions, including authorization of initial payment and notifying applicants in 10 areas of the province. The intake model will focus on promoting a “digital first” experience, reducing time consuming and manual tasks and rules, and increasing automation. This will allow municipalities to focus more on providing impactful, person-centred supports.

The ministry also recently made technical amendments to Ontario Regulation 135/98 (Administration and Cost Sharing) to maintain the cost-sharing relationship that currently exists between the ministry, municipalities, and DSSABs when the ministry

becomes the delivery agent and they become delivery partners. There are no impacts at this time to cost sharing or funding arrangements as a result of the amendments.

What will this look like?

The implementation of Centralized Intake will be iterative and will build on what we learn from the experiences of municipalities and DSSABs. Full implementation, across the province, will be completed in 2025.

The ministry will handle initial eligibility decisions for most applications, excluding a few specific types. Municipalities will continue to manage emergency assistance and temporary care assistance as well as under 18 applications and ongoing eligibility reviews. Decisions made by delivery partners will be deemed to be those of the Ministry's Ontario Works administrator.

This is a critical step towards building a more responsive, efficient, and person-centered social assistance system that focuses on people by giving them more one-on-one support from case workers, resulting in a faster pathway to employment and financial independence.

While we acknowledge previous challenges in the journey so far, we remain committed to learning from our experiences to ensure these exciting changes bring meaningful improvements for both you and the individuals we serve. We will continue to work with municipal and DSSAB partners to ensure we are well-positioned to address any challenges efficiently and effectively.

Attached is a question-and-answer document to support discussions with your municipal councils and partners, answer questions, and help identify any concerns. Please reach out to me at Andres.Laxamana@ontario.ca or Helene Fredette at Helene.Fredette@ontario.ca if you have any questions about these changes.

This work would not be possible without the close collaboration of municipalities and DSSABs across the province. I look forward to continuing to work together with you toward our common goal of creating a more efficient, effective, and streamlined social assistance system that supports Ontarians who need it most.

Sincerely,
Andres Laxamana



Dr. Andres Laxamana
Director

CENTRALIZED INTAKE EXPANSION – OCTOBER 1, 2024 IMPLEMENTATION

KEY MESSAGES FOR MUNICIPALITIES

What is happening?

The province is refining the current Centralized Intake model to simplify and standardize the application process and initial eligibility determination for Ontario Works across the province. This will reduce administrative burden and allow municipalities to focus more on providing impactful, person-centered supports.

Centralized intake aims to:

- Improve the applicant experience through a fast, seamless, modernized intake experience;
- Reduce the administrative burden for clients and staff;
- Deliver a consistent and accountable process;
- Free up municipal capacity to focus on high impact person supports; and,
- Reduce duplication of work between the Ministry and Municipalities.

In building this system, the Ministry of Children, Community and Social Services (MCCSS) continues to engage with key partners, including municipalities, to build a more responsive and person-centered social assistance system.

Why the changes?

The renewal plan announced in 2021 was ambitious and the ministry has learned a lot and adapted to challenges and changes in the service delivery context.

With those learnings, we've now refined the plan to focus on the expansion of Centralized Intake and the completion of Employment Services Transformation roll-out.

What will Centralized Intake look like?

Through regulation, the ministry has designated itself as the Ontario Works delivery agent and designated Consolidated Municipal Service Managers (CMSMs) and District Social Service Administration Boards (DSSABs) as delivery partners beginning in Fall 2024, as part of the work to expand Centralized Intake.

There are no impacts at this time to cost sharing or funding arrangements as a result of the regulatory amendments.

Starting October 1, 2024, the ministry will be responsible for initial eligibility decisions, including authorization of initial payment and notifying applicants, in 10 areas of the province. Full implementation across the province will be completed in 2025.

The intake model will focus on promoting a “digital first” experience, reducing time consuming

and manual tasks and rules, and increasing automation. This will allow municipalities to focus more on providing impactful, person-centred supports.

The ministry's Intake & Benefits Administration Unit (IBAU) will handle initial eligibility decisions for most applications, excluding a few specific types. Municipalities will continue to be responsible for emergency assistance, temporary care assistance, and under-18 applications.

Municipalities will continue to be responsible for ongoing eligibility and Ontario Works Case management.

The regulatory changes required to designate the province as a service delivery agent and designate CMSMs and DSSABs as delivery partners are a key driver for this work.

This is an important step towards building a more responsive, efficient, and person-centered social assistance system that focuses on people by giving them more one-on-one support from case workers, resulting in a faster pathway to employment and financial independence.

These changes do not impact benefits or ongoing eligibility for social assistance clients. In addition, these changes do not apply to First Nations Ontario Works delivery.

Full implementation of Centralized Intake will conclude the SA Renewal strategy.

What does this mean for municipalities?

Regulatory changes will designate Municipalities as the Ontario Works delivery partner, while the province will be designated as the delivery agent.

Decisions of the municipal or DSSAB delivery partner will be deemed to be decisions of the ministry's administrator.

Municipalities will continue to be responsible for emergency assistance, temporary care assistance, and under-18 applications. Municipalities will continue to be responsible for ongoing eligibility and Ontario Works Case management.

The province taking on initial eligibility decisions will reduce the administrative burden on municipalities, enabling them to focus on achieving outcomes like faster pathways to employment and financial independence for clients.

Municipalities can now concentrate more on ongoing eligibility and case management for Ontario Works, as the ministry's Intake & Benefits Administration Unit (IBAU) will manage most initial eligibility decisions.

The emphasis on a "digital first" approach will streamline processes for both clients and municipal staff by reducing manual tasks.

What does this mean for caseworkers?

With most of the initial eligibility and intake processes managed by the province, caseworkers will have more time to focus on case management, building stronger relationships with clients, and providing tailored support to meet individual needs.

Caseworkers will be better positioned to guide clients toward employment and financial independence, with a stronger emphasis on providing personalized support.

What's changing from the current process?

The responsibility for making initial eligibility decisions will shift from municipalities to the ministry's Intake & Benefits Administration Unit (IBAU) with the exception of Under-18, Emergency Assistance and Temporary Care. This change will streamline and standardize the Ontario Works process, reducing the administrative burden on municipalities.

Starting October 1, 2024, most initial eligibility decisions, including the authorization of initial payments and notifying applicants, will be handled by the ministry in 10 areas of the province. Full implementation across the province will occur in 2025.

The new Centralized Intake model emphasizes a "digital first" approach. This means increased automation and reduces manual tasks, leading to a more efficient process for both the clients and municipal staff.

As part of this model, applications must now be completed through SADA, rather than launching the application in OASA/SAMS.

The updated model will reduce the need to manually intervene, such as third-party checks and detailed notetaking, by integrating more automated and streamlined processes.

Municipalities will continue to manage ongoing eligibility and case management for Ontario Works. However, their role will shift away from handling initial eligibility decisions and some administrative tasks associated with the intake process.

Applications requiring special considerations, such as emergency assistance, temporary care, and those involving clients under 18, will remain under municipal jurisdiction.



Committee Report

HS-25-05

To: Chair and Members of the Joint Social Services and Land Ambulance Committee
From: Dave Purdy, Director of Housing Services
Date: Wednesday, March 12, 2025
Subject: 2024-25 Winter Response January Update

Background:

This report provides continued updates to report HS-25-03 on the activities and outcomes for people experiencing unsheltered homelessness as per the 2024-25 Winter Response plan, as of January 31, 2025.

In September 2024, the County’s Housing Stability team created a formalized system for the implementation of the Winter Response Plan to outline how individuals experiencing unsheltered homelessness could be supported during the period of October 1, 2024 to April 30, 2025.

County staff facilitated meetings with service partner leadership to ensure engagement in developing and informing the implementation of the Winter Response Plan. County staff also engaged People with Lived/Living Experiences Advisory Group to seek their advice on the Winter Response Plan with a primary focus on tangibles and basic needs.

Update:

The following chart provides an update of the overall services and deliverables provided from October 1 to January 31, 2025:

Cumulative Unique Number of Individuals Served (October 1 – January 31, 2025)

Table with 8 columns: Month, Location, Offered Norfolk, Accepted Norfolk, Hotel *, Received Tangibles, Received Transportation, Access To Storage. Rows include data for October, November, December, January, and Totals for County, City, and Combined.

* Note: County residents are offered Hotels first as part of the Winter Response

Other Key Highlights for January 2025:

- Six individuals have moved from unsheltered homeless to a temporary accommodation. A total of 46 individuals continue to access temporary accommodations as of January 31, 2025 (15 at Norfolk – City and 31 at Hotels – 22 County/9 City). As of March 3, 2025, unsheltered homelessness is estimated at 11 individuals based on the City of Guelph’s Encampment tracking dashboard however this estimate can change daily.
- Three individuals have retained permanent housing through the Winter Response Plan, all within the City of Guelph.
- Eight individuals left temporary accommodations for various reasons.
- On average, 33% of the total 47 emergency shelter beds at Gordon Street (includes 27 permanent shelter beds and 20 overflow cots) were vacant each night in January compared to 36% in December.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

Tackling a Major Community Opportunity – Housing

Making the best decisions for the betterment of the Community

Recommendation:

That the Joint Social Services and Land Ambulance Committee recommend to County Council to receive the report, 2024-25 Winter Response January Update, for information

Respectfully submitted,



Dave Purdy
Director of Housing Services

In consultation with/approved by:
Luisa Artuso, Social Services Administrator
Scott Wilson, Chief Administrative Officer



**The Corporation of the County of Wellington
Information, Heritage and Seniors Committee
Minutes**

March 12, 2025

Fergus Library - Community Room

4:30 pm Terrace and Museum 6:00 pm Library Board

- Present:**
- Warden Chris White
 - Councillor Doug Breen (Chair)
 - Councillor Diane Ballantyne
 - Councillor Jeff Duncan
 - Councillor Mary Lloyd (Chair)
 - Eddie Alton
 - Walter Trachsel
 - Julie Wheeler Bryant
- Regrets:**
- Lucia Costanzo
- Staff:**
- Jana Burns, Wellington Place Administrator
 - Shauna Calder, Manager of Finance
 - Nicole Cardow, Deputy Clerk
 - Ken DeHart, County Treasurer
 - Suzanne Dronick, Administrator, Wellington Terrace
 - Chanda Gilpin, Assistant Chief Librarian
 - Rebecca Hine, Chief Librarian
 - Kevin Mulholland, Property and Construction Manager
 - Melissa Sheflin, Environmental Services Manager
 - Scott Wilson, CAO

1. Call to Order

At 4:30 pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Seniors

3.1 Wellington Terrace Financial Statements as of February 28, 2025

1/2/25

Moved by: Councillor Ballantyne

Seconded by: Councillor Duncan

That the Financial Statements as of February 28, 2025 for the Wellington Terrace be approved.

Carried

3.2 Public Ministry Report

2/2/25

Moved by: Councillor Lloyd

Seconded by: Warden White

That the Public Ministry Report be received as information.

Carried

3.3 Air Handling Unit Replacement

3/2/25

Moved by: Councillor Ballantyne

Seconded by: Councillor Duncan

That staff be given direction to proceed with the proposed replacement of both Air Handling Units.

Carried

4. Museum and Archives

4.1 Museum and Archives Financial Statements as of February 28, 2025

4/2/25

Moved by: Warden White

Seconded by: Councillor Lloyd

That the Financial Statements as of February 28, 2025 for the County Museum and Archives be approved.

Carried

4.2 WCMA Update

5/2/25

Moved by: Councillor Ballantyne

Seconded by: Warden White

That the WCMA Update be received for information and forwarded to County Council.

Carried

4.3 Wellington County Museum Children’s Space

6/2/25

Moved by: Councillor Ballantyne

Seconded by: Councillor Duncan

That the Museum Children’s Space project proceed to tender and be forwarded to County Council for approval to award.

Carried

4.4 Wellington Place Update

7/2/25

Moved by: Councillor Lloyd

Seconded by: Warden White

That the Wellington Place Update be received for information and forwarded to County Council.

Carried

5. Recess

At 5:43 pm, the Committee recessed until 6:09 pm.

6. Library Board

6.1 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

6.2 Erin Library Construction Project - Status Update 13

8/2/25

Moved by: Walter Trachsel

Seconded by: Eddie Alton

That the Erin Library Construction Project - Status Report #13 be received for information.

Carried

6.3 Library Financial Statements as of February 28, 2025

9/2/25

Moved by: Councillor Lloyd

Seconded by: Warden White

That the Financial Statements as of February 28, 2025 for the County Library Service be approved.

Carried

6.4 Library Update - January and February 2025

10/2/25

Moved by: Councillor Duncan

Seconded by: Julie Wheeler Bryant

That the Chief Librarian's report for January 2025, including the Next Chapter February - March 2025, be received for information.

Carried

6.5 Library Highlights February 2025

11/2/25

Moved by: Walter Trachsel

Seconded by: Julie Wheeler Bryant

That the February 2025 Library Highlights be received for information.

Carried

7. Adjournment

At 6:28 pm, the Chair adjourned the meeting until April 9, 2025 or at the call of the Chair.

Doug Breen
Chair
Information, Heritage and Seniors Committee



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Suzanne Dronick, Wellington Terrace LTCH Administrator
Date: Wednesday, March 12, 2025
Subject: **Public Ministry Report**

Background:

From November 19 to December 2, 2024, two Ministry of Long-term Care compliance inspectors attended Wellington Terrace for an inspection. The areas inspected were related Infection Prevention and Control and critical incidents, using the following protocols:

- Infection Prevention and Control
- Prevention of Abuse and Neglect
- Responsive Behaviours
- Falls Prevention and Management

The inspectors found eight areas of non-compliance, with one remedied by the licensee prior to conclusion, four given as written notifications, and three orders.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That the Public Ministry Report be received as information.

Respectfully submitted,

A handwritten signature in black ink that reads 'SDronick'.

Suzanne Dronick
Wellington Terrace LTCH Administrator

In Consultation with/approved by:
Scott Wilson Chief Administrative Officer

Ministry of Long-Term Care

Long-Term Care Operations Division
Long-Term Care Inspections Branch

Central West District

609 Kumpf Drive, Suite 105
Waterloo, ON, N2V 1K8
Telephone: (888) 432-7901

Public Report

Report Issue Date: December 23, 2024
Inspection Number: 2024-1624-0003
Inspection Type: Critical Incident
Licensee: Corporation of the County of Wellington
Long Term Care Home and City: Wellington Terrace Long-Term Care Home, Fergus

INSPECTION SUMMARY

The inspection occurred onsite on the following date(s): November 19-22, 25-28, 2024 and December 2, 2024

The following intake(s) were inspected:
Intake #00125899 related to a respiratory outbreak.

Intake #00126882, intake #00130261, intake #00131881 and intake #00133329 related to resident to resident abuse.

Intake #00128682 and intake #00130598 related to falls prevention and management.

The following **Inspection Protocols** were used during this inspection:

- Infection Prevention and Control
- Prevention of Abuse and Neglect
- Responsive Behaviours
- Falls Prevention and Management

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INSPECTION RESULTS

Non-Compliance Remedied

Non-compliance was found during this inspection and was **remedied** by the licensee prior to the conclusion of the inspection. The inspector was satisfied that the non-compliance met the intent of section 154 (2) and requires no further action.

NC #001 remedied pursuant to FLTCA, 2021, s. 154 (2)

Non-compliance with: O. Reg. 246/22, s. 102 (2) (b)

Infection prevention and control program

s. 102 (2) The licensee shall implement,

(b) any standard or protocol issued by the Director with respect to infection prevention and control. O. Reg. 246/22, s. 102 (2).

The licensee has failed to ensure that any standard issued by the Director with respect to IPAC was implemented. In accordance with the IPAC Standard, revised September 2023, section 7.3 (b), the IPAC Lead shall ensure that the IPAC Lead plans, implements, and tracks the completion of all IPAC training and ensures that audits are performed regularly to ensure that all staff can perform the IPAC skills required of their role. Specifically, the licensee had failed to ensure that the IPAC Lead tracks the completion of the audits to ensure all staff can perform the IPAC skills required of their role.

Rationale and Summary

The IPAC Lead provided the Inspector with the home's IPAC audits from the last quarter. The audits were completed in full, however, the spreadsheet that was being used to track the completion of audits did not indicate which staff the home had

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completed an audit on. This made it difficult to identify whether all staff were audited on the relevant IPAC duties of their role.

The IPAC Lead confirmed they did not record which staff the audit was completed on; therefore, they were unable to track which staff had been audited.

By not including staff names on the audits, and not tracking which staff have been audited, the home can not demonstrate that all staff performed the IPAC skills required of their role and they can not identify if there were any IPAC knowledge gaps or patterns among staff.

Sources: IPAC Standard (September, 2023), Interview with IPAC Lead, and IPAC audits.

Date Remedy Implemented: November 25, 2024

WRITTEN NOTIFICATION: Integration of assessments, care

NC #002 Written Notification pursuant to FLTCA, 2021, s. 154 (1) 1.

Non-compliance with: FLTCA, 2021, s. 6 (4) (a)

Plan of care

s. 6 (4) The licensee shall ensure that the staff and others involved in the different aspects of care of the resident collaborate with each other,

(a) in the assessment of the resident so that their assessments are integrated and are consistent with and complement each other; and

The licensee has failed to ensure that the staff and others involved in the different aspects of care of a resident collaborate with each other, in the assessment of the resident so that their assessments were integrated and were consistent with and complement each other.

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Rational and Summary

The falls risk assessment for a resident conducted by the nursing staff provided a different outcome than the one conducted by the physiotherapist. Staff were not aware of the physiotherapist's assessment and did not know how these assessments were integrated.

According to the resident care manager, there was an overlap and differences between the physiotherapist's and nurse's assessments.

When the falls risk assessments were not integrated with one another and not consistent, this can lead to confusion and potentially inadequate fall prevention measures.

Sources: Clinical record review, interviews with the Physiotherapist and Resident Care Manager.

WRITTEN NOTIFICATION: Required programs

NC #003 Written Notification pursuant to FLTCA, 2021, s. 154 (1) 1.

Non-compliance with: O. Reg. 246/22, s. 53 (1) 1.

Required programs

s. 53 (1) Every licensee of a long-term care home shall ensure that the following interdisciplinary programs are developed and implemented in the home:

1. A falls prevention and management program to reduce the incidence of falls and the risk of injury.

The licensee has failed to ensure that when a resident fell, the appropriate referral was completed as indicated on the post fall huddle.

In accordance with O. Reg 246/22 s. 11 (1) (b) the licensee was required to ensure

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the home's falls prevention and management program was in place, and ensure it was complied with. Specifically, staff did not comply with the licensee's Falls Prevention and Management policy which directed staff to refer a resident to pharmacy when they had two or more falls in one week.

Rationale and Summary

Wellington Terrace's Falls Prevention and Management Program directed staff to use the "Post Fall Huddle" UDA. The post fall huddle directed the registered staff to make a referral to the Pharmacist if the resident had two or more falls in one week.

A resident sustained six falls; three of the falls were in one week. The fall on a specified date resulted in injury for which the resident was taken to the hospital. There were no referrals made to the Pharmacist as documented in the post fall huddle.

The fall lead RN acknowledged that a referral to the pharmacist should have been made as indicated in the post fall huddle.

Failure to follow the home's falls prevention procedures may have increased the resident's fall risk by leaving potential medication-related issues unaddressed.

Sources: Falls Prevention and Management Program, review of fall risk assessment and Post fall huddle, and interviews with RN and other staff.

WRITTEN NOTIFICATION: Behaviours and altercations

NC #004 Written Notification pursuant to FLTCA, 2021, s. 154 (1) 1.

Non-compliance with: O. Reg. 246/22, s. 60 (a)

Behaviours and altercations

s. 60. Every licensee of a long-term care home shall ensure that,

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(a) procedures and interventions are developed and implemented to assist residents and staff who are at risk of harm or who are harmed as a result of a resident's behaviours, including responsive behaviours, and to minimize the risk of altercations and potentially harmful interactions between and among residents; and

The licensee has failed to ensure that procedures and interventions were developed and implemented to assist a resident who was at risk of harm or who was harmed as a result of a resident's behaviours, including responsive behaviours, and to minimize the risk of altercations and potentially harmful interactions between and among residents.

Rationale and Summary

A resident was involved in two resident to resident incidents that occurred as a result of their particular responsive behaviour.

Resident to resident incident reports for both incidents stated that the care plan was reviewed; however, no additional interventions were added, and the plan of care for their responsive behaviour had not been updated or revised since late 2022.

The Director of Care stated that interventions were not added after the first two incidents.

Failure to develop and implement procedures and interventions placed the resident at risk of harm and potentially harmful interactions with other residents.

Sources: Record review of resident-to-resident incident report, progress notes, Critical Incident System (CIS) reports, and interviews with staff

WRITTEN NOTIFICATION: Hazardous substances

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NC #005 Written Notification pursuant to FLTCA, 2021, s. 154 (1) 1.

Non-compliance with: O. Reg. 246/22, s. 97

Hazardous substances

s. 97. Every licensee of a long-term care home shall ensure that all hazardous substances at the home are labelled properly and are kept inaccessible to residents at all times.

The licensee has failed to ensure that all hazardous substances are kept inaccessible to residents at all times.

Rationale and Summary

A housekeeping cart was found unattended in the hallway on the second floor, outside the hairdressing salon. The housekeeper confirmed the cart was to be locked when left unattended.

In another area of the home, a housekeeper informed the Inspector that they were aware hazardous chemicals should be kept locked up. However, the lock on their cart had been broken for several weeks, and although they had reported the issue to the Environmental Services Manager, it had not been repaired. Consequently, they had not been able to lock the cart.

The Environmental Services Manager said there were hazardous chemicals that were stored on the housekeeping carts and they were to be locked at all times when not being used.

Failing to ensure that hazardous substances were always kept inaccessible to residents, could potentially result in harm to a resident.

Sources: Observations, interviews with staff.

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COMPLIANCE ORDER CO #001 Duty to protect

NC #006 Compliance Order pursuant to FLTCA, 2021, s. 154 (1) 2.

Non-compliance with: FLTCA, 2021, s. 24 (1)

Duty to protect

s. 24 (1) Every licensee of a long-term care home shall protect residents from abuse by anyone and shall ensure that residents are not neglected by the licensee or staff.

The inspector is ordering the licensee to comply with a Compliance Order [FLTCA, 2021, s. 155 (1) (a)]:

The Licensee has failed to comply with FLTCA, 2021, s. 24(1)

The licensee shall:

a) Conduct weekly audits on a specified home area to ensure that the home's zero tolerance of abuse and neglect policy is followed for all incidents of alleged, suspected or witnessed abuse. The audits must include a date, record of the incident, and how consent was obtained or determined. The audit should indicate any deficiencies, and document any follow up actions completed, the name and designation of the person conducting the audit. The audit will be completed for a two month period.

b.) Conduct an internal multidisciplinary team meeting with staff assigned to the specified home area, to discuss the responsive behaviours of the a resident. Minutes of this meeting should be documented, including the date, who was in attendance, what was discussed and actions to be taken.

c.) Develop and implement an individualized plan of care related to the resident's responsive behaviours. Ensure these strategies are clearly documented in the resident plan or care and staff are aware how to implement the identified strategies.

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d.) Re-evaluate the outcome of any new interventions that are implemented. Keep a record of the evaluation including who completed it, what was reviewed, whether the interventions were effective and how this was determined.

Grounds

The licensee failed to ensure that two residents were protected from abuse by another resident. Additionally, the licensee failed to ensure that a resident was protected from physical abuse by another resident.

For the purpose of this Act and Regulation, "abuse" means: any non-consensual touching, behaviour or remarks or exploitation directed towards a resident by a person other than a licensee or staff member.

a) Rationale and Summary

Staff witnessed an incident of abuse in the dining room, a resident was upset and asked staff to get the other resident away from them.

The licensee failed to protect a resident from abuse by another resident.

Sources: Critical Incident System (CIS) reports, review of clinical records for residents, interviews with staff.

b) Rationale and Summary

Staff found a resident exhibiting unwanted behaviours towards another co-resident in the TV lounge. Staff stated that the co-resident was physically and emotionally impacted from this incident.

The licensee failed to protect a resident from abuse by another resident which negatively impacted them both physically and emotionally.

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Sources: Critical Incident System (CIS) report, clinical records of residents , interviews with staff.

c) Rationale and Summary

The home failed to protect a resident from physical abuse by another resident.

For the purpose of this Act and Regulation "Physical abuse" means, the use of physical force by a resident that causes physical injury to another resident.

A resident was injured after being pushed by another resident.

Failure to protect the resident from abuse by another resident impacted them physically and emotionally.

Sources: Critical Incident System (CIS) report, Clinical record review and interview with staff.

This order must be complied with by March 6, 2025

COMPLIANCE ORDER CO #002 Policy to promote zero tolerance

NC #007 Compliance Order pursuant to FLTCA, 2021, s. 154 (1) 2.

Non-compliance with: FLTCA, 2021, s. 25 (2) (e)

Policy to promote zero tolerance

s. 25 (2) At a minimum, the policy to promote zero tolerance of abuse and neglect of residents,

(e) shall contain procedures for investigating and responding to alleged, suspected or witnessed abuse and neglect of residents;

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The inspector is ordering the licensee to comply with a Compliance Order

[FLTCA, 2021, s. 155 (1) (a)]:

The licensee has failed to comply with FLTCA, 2021, s. 25 (2) (e)

The licensee shall:

- a) Revise the home's zero tolerance of abuse and neglect policy to include procedures for investigating and in particular, responding, to alleged, suspected or witnessed incidents of abuse of a resident. At minimum, the content must include procedures for assessing a resident's capacity to consent to touching, behaviour or remarks, including providing guidelines or procedures for staff to assist them in determining whether the touching or remarks of the nature of the abuse among residents is consensual or non-consensual. Additionally, there should be a process to document how consent was determined after each incident.
- b) Ensure all staff and management team are provided training on the revised zero tolerance for abuse and neglect policy, specifically as it relates to responding to alleged, suspected, or witnessed abuse of a resident. This includes the procedure to determine consent.
- c) Records of the training must be kept in the home, including dates of when and how the training was delivered, content of the training, and the names of who participated in the training.

Grounds

The licensee failed to ensure the home's zero tolerance of abuse and neglect policy included procedures for how staff respond to an incident of resident to resident abuse. Specifically, it did not include procedures to determine and document whether both residents consented to the act.

For the purpose of this Act and Regulation, "abuse" means: any non-consensual

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touching, behaviour or remarks of a abuse or exploitation directed towards a resident by a person other than a licensee or staff member.

Rationale and Summary

A resident was noted to have specific behaviours.

On a specified date the home left the resident alone in a room with a co-resident. There was no documentation to support that a capacity assessment was done to determine whether the co-resident understood the nature of the act they were consenting to. Staff stated they did not believe the co-resident would be able to appreciate consent to an act, based on the cueing and instructions the resident required to perform activities of daily living.

The Home's policy on zero tolerance of abuse and neglect, specifically as it relates to abuse of a resident, did not have direction on how staff were to determine or confirm consent. The home does not have a process outlined in their policy to determine if residents have the capacity to understand what they are consenting to.

Failure to have a procedure to determine whether a resident can consent to an activity, puts the residents at risk of being exposed to unwanted behaviours.

Sources: Clinical records for residents, interviews with staff, the home's policy titled 'Resident Abuse Defining, Preventing, Investigating and Reporting the Abuse' policy, Critical Incident System (CIS) reports.

This order must be complied with by February 19, 2025

**COMPLIANCE ORDER CO #003 Reporting certain matters to
Director**

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NC #008 Compliance Order pursuant to FLTCA, 2021, s. 154 (1) 2.

Non-compliance with: FLTCA, 2021, s. 28 (1) 2.

Reporting certain matters to Director

s. 28 (1) A person who has reasonable grounds to suspect that any of the following has occurred or may occur shall immediately report the suspicion and the information upon which it is based to the Director:

2. Abuse of a resident by anyone or neglect of a resident by the licensee or staff that resulted in harm or a risk of harm to the resident.

The inspector is ordering the licensee to comply with a Compliance Order [FLTCA, 2021, s. 155 (1) (a)]:

The Licensee has failed to comply with FLTCA, 2021, s. 28 (1) 2

The license shall:

a.) Provide education to all Registered Nursing staff and Personal Support Workers on a specified home area on:

- 1.) The definition of abuse and when it is required to be reported, in accordance with Ontario Regulation 246/22.
- 2.) The duty to report under section 28 (1) of the Fixing Long-Term Care Act, 2021.
- 3.) Who staff are to report.

b.) Keep documented records of the education provided, including the education content, the name of the educator, the names of the attendees, and date of the training.

Grounds

The licensee failed to immediately report multiple incidents of alleged abuse by a resident towards multiple co-residents.

Rationale and Summary

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During an on-site inspection a resident's progress notes documented multiple incidents of behaviours towards staff and other residents. There was no documentation indicating if these interactions were consensual. The incidents of alleged and/or suspected abused had not been reported to the Director.

The Director of Care stated that after reviewing the resident's progress notes in more detail these incidents should have been considered abuse and should have been reported to the Director.

Failure to report incidents of alleged abuse to the Director may have impacted the Director's ability to respond in a timely manner and put residents at risk.

Sources: Critical Incident System (CIS) reports, the home's policy titled Resident Abuse Defining, Preventing, Investigating and Reporting the Abuse, resident's progress notes, interviews with staff.

This order must be complied with by February 19, 2025

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REVIEW/APPEAL INFORMATION

TAKE NOTICE The Licensee has the right to request a review by the Director of this (these) Order(s) and/or this Notice of Administrative Penalty (AMP) in accordance with section 169 of the Fixing Long-Term Care Act, 2021 (Act). The licensee can request that the Director stay this (these) Order(s) pending the review. If a licensee requests a review of an AMP, the requirement to pay is stayed until the disposition of the review.

Note: Under the Act, a re-inspection fee is not subject to a review by the Director or an appeal to the Health Services Appeal and Review Board (HSARB). The request for review by the Director must be made in writing and be served on the Director within 28 days from the day the order or AMP was served on the licensee.

The written request for review must include:

- (a) the portions of the order or AMP in respect of which the review is requested;
- (b) any submissions that the licensee wishes the Director to consider; and
- (c) an address for service for the licensee.

The written request for review must be served personally, by registered mail, email or commercial courier upon:

Director

c/o Appeals Coordinator
Long-Term Care Inspections Branch
Ministry of Long-Term Care
438 University Avenue, 8th floor
Toronto, ON, M7A 1N3
e-mail: MLTC.AppealsCoordinator@ontario.ca

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If service is made by:

- (a) registered mail, is deemed to be made on the fifth day after the day of mailing
- (b) email, is deemed to be made on the following day, if the document was served after 4 p.m.
- (c) commercial courier, is deemed to be made on the second business day after the commercial courier received the document

If the licensee is not served with a copy of the Director's decision within 28 days of receipt of the licensee's request for review, this(these) Order(s) is(are) and/or this AMP is deemed to be confirmed by the Director and, for the purposes of an appeal to HSARB, the Director is deemed to have served the licensee with a copy of that decision on the expiry of the 28-day period.

Pursuant to s. 170 of the Act, the licensee has the right to appeal any of the following to HSARB:

- (a) An order made by the Director under sections 155 to 159 of the Act.
- (b) An AMP issued by the Director under section 158 of the Act.
- (c) The Director's review decision, issued under section 169 of the Act, with respect to an inspector's compliance order (s. 155) or AMP (s. 158).

HSARB is an independent tribunal not connected with the Ministry. They are established by legislation to review matters concerning health care services. If the licensee decides to request an appeal, the licensee must give a written notice of appeal within 28 days from the day the licensee was served with a copy of the order, AMP or Director's decision that is being appealed from. The appeal notice must be given to both HSARB and the Director:

Health Services Appeal and Review Board

Attention Registrar
151 Bloor Street West, 9th Floor

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Toronto, ON, M5S 1S4

Director

c/o Appeals Coordinator
Long-Term Care Inspections Branch
Ministry of Long-Term Care
438 University Avenue, 8th Floor
Toronto, ON, M7A 1N3
e-mail: MLTC.AppealsCoordinator@ontario.ca

Upon receipt, the HSARB will acknowledge your notice of appeal and will provide instructions regarding the appeal and hearing process. A licensee may learn more about the HSARB on the website www.hsarb.on.ca.



Committee Report

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Melissa Sheflin, Environmental Services Manager
Date: Wednesday, March 12, 2025
Subject: **Air Handling Unit Replacement**

Background:

Wellington Terrace uses a perimeter heating system combined with multiple conventional gas fired air handling units (AHU) that provide both heating and cooling to various areas of the home. This report focuses on two original-to-construction AHUs (AHU-1 and AHU-2) which are scheduled for replacement this year.

In 2021, both units were modified to increase the airflow, filtration and humidification to align with Ministry and Infrastructure Ontario recommendations aimed at improving indoor air quality during the pandemic. Due to the modifications, both units have operated under increased strain and are now insufficiently sized to handle the cooling and heating loads of the facility at the increased airflows. The units struggle to maintain Ministry-set temperature ranges (22°C to 26°C) during peak heating and cooling seasons, resulting in temperature variability that potentially can disrupt resident comfort and safety. Given that both units are approaching the end of their operational life, a full replacement is recommended.

The proposed replacement will feature similar units that meet the Fixing Long-Term Care Act, 2021 requirements for Air Conditioning and ASHRAE 90.1 – 2022 standards for high energy efficiency. Additionally, the following upgrades will be considered:

- Supply fan and exhaust fan redundancy
- Increased furnace capacity with multiple furnace modules
- Increase cooling capacity
- Increased dehumidification capacity
- More efficient filtration and electronic monitoring
- New energy recovery wheel with electric pre-heat

An alternative approach would be to conduct a comprehensive site assessment to evaluate the feasibility of converting AHU-1 and AHU-2 to an air-source heat pump chiller/heating system. This approach is not recommended due to the following potential consequences of this option:

- Additional study requirements will delay project with no guarantees of viability
- Extended project timelines, potentially pushing replacements well into next year
- Significant upfront cost and increased project cost
- Higher operational costs due to the transition from fuel to electricity
- Reduced efficiency in cold weather requiring a backup heat system

The timeline for the proposed replacement is to award the tender in May with installation in October. This will allow the replacement to be completed in a more temperate month as each AHU will be out of use for a day. A total budget of \$850,000.00 has been approved by County Council for this capital project.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:
Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That staff be given direction to proceed with the proposed replacement of both Air Handling Units.

Respectfully submitted,



Melissa Sheflin
Environmental Services Manager

In consultation with/approved by:
Suzanne Dronick, Long-Term Care Home Administrator
Scott Wilson, Chief Administrative Officer



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Jana Burns, Wellington Place Administrator
Date: Wednesday, March 12, 2025
Subject: **WCMA Update**

Background:

Wellington Place has embraced winter and its offerings of tobogganing, skating, snowshoeing and hiking have been welcomed by the public. Maintenance staff paused from their work on the tractor to capture the photo below of the new east side parking lot by the tobogganing hill. The image on the right is a freshly cleaned rink located on the west side parking lot with a view of the Child Care Centre behind it.



Farewell Don Robinson

Following almost 20 years of service to the County, the WCMA wishes Don Robinson, Maintenance Worker, all the best on his retirement. Jeff Cudney, formerly in a casual role, has accepted the position

and is a welcomed permanent addition as a great team member and certified HVAC technician. Both gentlemen are captured in the image below.



New Exhibit - Wash on Monday

A new exhibition opens this month which explores the history behind one of the most universal domestic chores, laundry. Wash on Monday takes visitors on a journey from the late 1800s to the 1950s, highlighting changes in technology that transformed the washing of clothes from a manual day-long chore to the automated routine we enjoy today.

The exhibit features a range of manually operated and electric washing machines, with a special focus on locally manufactured equipment from the Beatty Bros. Ltd. plant in Fergus. Beatty was one of the most successful manufacturers of washing machines and household appliances in Canadian history, and an important local employer. Beatty washers and ironers are among the most frequently offered items from prospective donors, and they continue to spark feelings of nostalgia among our visiting public.

In addition to showcasing the best of our significant washing machine collection, Wash on Monday includes interactive elements where guests are encouraged to touch glass and metal washboards from the turn of the century, test their knowledge with a laundry symbol matching game, and lift and compare weighted bags of laundry to gain appreciation for the labour involved with doing the household laundry. Younger visitors will enjoy a sensory fabric sorting station and hands-on colouring and sewing activities.

NEW EXHIBIT!

WASH ON MONDAY

Discover how laundry was done in the past, from washboards to wringer washers and everything in between!



wcma.wellington.ca



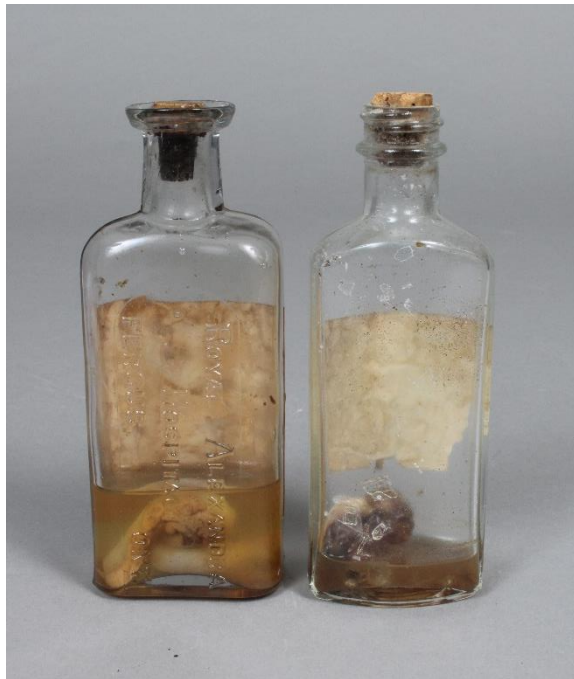
Conservation Partnership

One of the more unusual artifacts in the WCMA collection is a pair of preserved human appendix specimens. One appendix was removed from Stanley Bolton of Eramosa Township in 1918, and the other from his wife, Olive, in 1929. The surgeries were performed at Royal Alexandra Hospital in Fergus, and both patients were sent home with their organs preserved in glass bottles.

Over time, the corks in both bottles have failed and the fluid within has slowly evaporated, leaving the tissues at risk of degradation. As human tissue samples present unique challenges, WCMA Conservator Emily Benedict reached out to experts at the University of Guelph for advice on how to safely re-fill the bottles without damaging the specimens.

Ian Scagnetti, the Human Anatomy Undergraduate Teaching and Body Donation Coordinator at the University of Guelph generously offered to perform the necessary conservation work in his own lab, as he has the necessary materials and protective equipment. This unique case was used as a teaching opportunity for students in the Human Anatomy Programme, and the work was performed at no cost to the WCMA. Scagnetti and his team safely disposed of the remaining original solution, cleaned the glass, replaced the solution with a very dilute (2%) formaldehyde solution, and replaced the degraded stoppers with new corks sealed with clear silicone.

As an expression of our gratitude for their assistance with this project, staff will be providing a behind-the-scenes tour of the WCMA to the University team, and we will give credit to the Human Anatomy Programme when these artifacts are displayed in the future.



Artifacts prior to conservation, November 2024 (1993.5.1 and 1993.5.2).



Artifacts after conservation, January 2025.

Donation Highlight



A new donation, the above flag belonged to Mary Elizabeth "May" Martin (1890-1960) from Arthur. It was given to school children at the time of Queen Victoria's Diamond Jubilee in 1897. This item is significant because it is composed of crêpe paper and was thus not intended to last, or to be saved. It is a delicate material and easily damaged and its significance lies in the fact that it has survived this long.

44th Annual Insights Juried Exhibition of Fine Arts

The annual Insights art exhibition will return March 27 and run to May 25. Organized by the Elora Fergus Arts Council and hosted by the WCMA, Insights is one of the longest-running juried fine art shows in Ontario. This exhibition welcomes submissions from established and emerging artists in the Counties of Wellington, Dufferin, Grey, Huron, Perth, and the City of Guelph.

The opening reception will be held on Thursday, March 27 from 7:00pm to 9:00pm. This event is the WCMA's largest annual exhibition opening with an average attendance of 250 to 300 people and includes refreshments, a cash bar, and an awards ceremony. Prior to the public opening, a special invitation-only preview for exhibition sponsors will be held at 6:00pm, in recognition of their generous support.

The Insights Committee has also organized a Walk with the Jurors event on Saturday, March 29 from 1:30pm to 3:00 pm. Jurors Kevin Ghiglione, Shauna McCabe, and Colette Laliberté will discuss their decision-making process and the influences on this year's show. Admission is \$5.

2025 | 44TH ANNUAL



**MAIN
EXHIBITION**
March 27 - May 25

**OPENING
GALA**
Thursday, March 27
7:00 - 9:00 pm

**WALK WITH
JURORS**
Saturday,
March 29
1:30 - 3:00 pm

Wellington County Museum and Archives
0536 Wellington County Road 18, Fergus
www.wellington.ca/museum



Programming

Staff delivered 24 programmes in January and February to 519 people. Outreach programmes to seniors included the Wellington Terrace once a week for a presentation on Robbie Burns, in addition to the Mapleton Seniors Centre of Excellence, as well as “If These Walls Could Speak” at the Victoria Park Seniors Centre. A custom virtual tour was also provided for a senior citizen who is unable to travel and visit the WCMA in person. Staff were able to include some family photographs from the Archives’ database into the presentation which was greatly appreciated. Several outreach presentations were also provided in recognition of Black History Month.

Educational Programmes

A total of 560 students participated in an educational programme since the beginning of the year, ranging in ages from kindergarten to grade five. The most popular programmes were “Maps and Mapmaking” and “Festival of Lights”. Staff visited Breslau Public School to present the “Strong and Stable Structures” programme to grade three students, and Drayton Heights Public School for “Long House to Log Cabin”, “Cultures of the County”, and “Maps and Mapmaking” programmes in the classroom. While most school groups continue to visit the WCMA in person, having the ability to

present programmes in the classroom allows for flexibility and offers a cost-effective incentive for schools who may not be able to travel to the WCMA site in person.

“Winter Wonderland” PD Day Camp, January 24

The WCMA hosted the first PD Day Camp of the year this month with a “Winter Wonderland” theme. Campers spent time outdoors enjoying the snow and playing games like Fox and Geese, as well as making crafts and art themed to the season. Other activities throughout the day included baking cookies, making their own snow by mixing shaving cream and baking soda, and building snowball shooters. A surprise to staff was that most campers were new to the WCMA, with ages ranging from six to nine years old. Registration for PD Day Camps are \$50 per child and available online.

Family Day

The WCMA opened for a second year on the provincial holiday, with programming providing a selection of crafts for kids and hot chocolate to families following their tobogganing and snow shoeing. Circa 50 people took part in the activities.

Coming up! March Break at the Museum: Nature Detectives, March 10 to 14

Become a Nature Detective this March Break at the WCMA! Taking place from March 10 to 14 at 1:00pm to 4:00pm each day will focus on a special nature theme. Featuring special guests, live performances, crafts and activities, visitors will discover the natural world.

- Monday, March 10 – “Not Just Dirt!” Dig into the science of soil with special guests from Solid Waste Services and soil scientists. Learn about “Garbage Juice”, dig in soil samples, build a compostable pot, and learn about soil composition with our Agricultural Coordinator.
- Tuesday, March 11 – “Creepy Crawlies!” Special guests from Party Safari will conduct a live performance with a selection of bug friends from 1:30pm – 2:30pm. Crafts and activities in the Museum focusing on the world of bugs will take place all afternoon.
- Wednesday, March 12 – “Branching Out!” Put roots down and discover the amazing world of plants and trees! Meet staff from the Green Legacy programme, transplant trees, and explore the importance of plants to the ecosystem.
- Thursday, March 13 – “Furry Friends!” Special guests from Hands on Exotics will provide a live presentation with a selection of furry friends from 2:00pm– 3:00pm. Crafts and activities in the Museum focusing on mammals will take place all afternoon.
- Friday, March 14 – “Feathered Friends!” Special guests from Wings over the Rainforest will provide a live performing parrot show from 2:00pm – 3:00pm. Bird themed crafts and activities will take place in the Museum all afternoon.

March Break programming admission is by donation. Drop in, no registration required. Programming will also promote the use of the WCMA’s hiking trails, skating, snowshoe rentals, and tobogganing hill throughout the week.

Coming Up! “Travel the World” PD Day Camp

On April 4, 15 children ages six to 10 years of age will spend the day at the WCMA for the “Travel the World” PD Day Camp. This theme is devoted to exploring the geography of both the County and the

world. Participants will hone their mapmaking skills and explore the strange and unusual geography of the world through hands-on activities and crafts.

The day begins at 9:00am and finishes at 4:00pm. Due to demand, early drop off and late pick up options are available for parents. While registration for this day is full, the final PD Day Camp of the school year will take place on June 6 with an “Enchanted Forest” camp. Registration for this session is open and available on the WCMA website.

First World War Education Day, April 24

Following a successful First World War Education Day this past September, the WCMA, in partnership with the History Matters Association and Guelph Museums, will be hosting a spring First World War Day on April 24. Targeting the grade 10 history curriculum (“Canada, 1914-1929”), this interactive and immersive full day programme engages students in learning about Canada’s involvement in the First World War. Students participate in hands-on activities including bayonet training, a cavalry lance drill, and a re-enactment of the March to Verdun. Students will also attend informative speaker sessions on the No. 2 Construction Battalion, Forward Aid Posts, and Lt. Col. John McCrae, presented by Guelph Museums. The cost for the day is \$15 per student. Teachers and volunteers accompanying the classes are free. Registration is now open and available by contacting the Museum Programming team.

Archives

In January and February, 112 visitors came to the Archives Reading Room, 125 members of the public phoned in or emailed to ask Archives staff for assistance and 15 photo reproduction orders were processed.

Members of the public connected with the Archives for the following: to donate records including Belwood Appliances sales brochures, a 1955 Fergus High School panoramic photograph, Centre Wellington Fire Department photographs, Wellington County local history books, a book celebrating quilts, Elora/Salem Horticultural records, and Broddy family portraits of Erin Township. Others sought a copy of a specific 1939 map of Guelph, air force log books from World War II, information on Fergus merchant Andrew Semple, wanting Palmerston Cemetery records for the Denney family, information on a Beatty Brothers sump pump, aerial photographs of Drayton, asking how to access photographs of Salem, wanting a specific issue of the Mount Forest Confederate from 1914, looking to view paintings by Percy Runnells and searching for a family members’ birth registration. Property history was researched in Fergus, Guelph and Arthur Townships. Background family information was requested on Sergeant Alexander Douglas Muir of Fergus, by residents of Belgium who will be honouring him at his graveside in Belgium this year. Assistance was also requested to transcribe handwritten land documents, and a member of the Mount Allison University Art Department was looking for correspondence from art teacher Arthur Brecken of Erin. In addition, other researchers sought information on the Elora Fire Department and their Bickle fire pumper truck from 1926, wanting to know where to access Guelph Jail records as well as to verify where the Guthrie Bakery was located in Fergus in 1899.

Photographs were reproduced to be used for Drayton’s 150th, to enhance a family history, for a project on farmhouses and in a book on the Raymond Sewing Machine Company of Guelph, a family memoir, and a book on Inistioge a village in County Kilkenny in Ireland. A cassette of an interview was also

digitized from 1976 with farmer George McPhail for a family member who shared the audio with George's relatives who had never heard his voice.

Archives Photo Highlight:

This tug of war competition at Minto-Clifford Public School's Winter Carnival in the 1980's was a highlight during the long winter. [ph 62068]



Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:
Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That the WCMA Update be received for information and forwarded to County Council.

Respectfully submitted,

Jana Burns
Wellington Place Administrator

In consultation with/approved by:
Scott Wilson, Chief Administrative Officer



Committee Report

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Jana Burns, Wellington Place Administrator
Date: Wednesday, March 12, 2025
Subject: **Wellington County Museum Children's Space**

Background:

Museum Children's Space

In January Committee approved the proposed design of a dedicated children's area within the Museum as presented by Martin Simmons Sweers. The area is 544 square feet on the west side of the first floor, and the project includes removal of the ceiling to create more usable space. The themes of nature, food and exploration are entwined in the various zones where imaginative play, learning and individual and group activities are offered.

Committee requested information on the life expectancy of the space. There are two components to the project, the renovation and the furnishing. The renovation is the bulk of the work and includes uncovering the windows, increasing the ceiling height and exposing the stone walls. The main structures such as the tree house, stage and projection lighting are considered more permanent and are expected to last a minimum of ten years based on staff discussions with the Schneider House Museum, McDougall and Ken Seiling Museums. The consumables which would outfit the space represent approximately 4% of the budget and consist of items such as toys, cushions and the microscope. These items are expected to need to be replaced by five years and would fall under the operational budget.

The base building renovation itself would be long-lasting and with the ceiling expansion and the windows restored, it would make an attractive space in the future for many purposes.

Committee also requested a Class D cost estimate to ensure adequate project funds. A full Class D can only be completed upon further design within phase two, where the fabrication and technology would first be detailed and then costed. There are many items within the exhibit, from the projection lighting to create the Grand River image around the canoe, to the structural and safety components which will require further design and refinement to be able to price, all of which are within Phase 2.

For the base building costs, a contractor experienced in this type of construction has since reviewed the Museum space and provided an estimate on the base building renovation. Further consultation with the architect and design consultant confirmed the budget allocated can outfit the space with the various activities.

The consultant has provided a more detailed cost breakdown which is shown below for both the construction and accessories. Also reflected in the chart, staff have updated the costing to increase construction to the budget limit.

Upon proceeding with Phase two, the design elements will be priced separately to ensure the budget is adhered to and any elements that may cost more can be included at a future date.

Capital Project Expenditure and Financing Schedule

Project: Museum Childrens area

Date: 28-Jan-25

PROJECT COSTS

	<u>CofW update</u>	<u>MMS update</u>	<u>Rounded</u>
Construction cost (incl. FF&E)	430,000.00	385,696.00	430,000.00
Architect fees	27,826.00	27,826.00	27,850.00
Sub-consultant fees (exhibits, structural, mech and electrical)	60,460.00	60,460.00	60,500.00
Dispersments (4%)	3,531.44	3,531.44	3,550.00
Permits and Approvals	10,000.00	10,000.00	10,000.00
Sub Total	531,817.44	487,513.44	531,900.00
Contingency @10%	53,181.74	48,751.34	53,000.00
Sub Total with Contingency	584,999.18	536,264.78	584,900.00
net cost to County of HST @ 1.76%	10,295.99	9,438.26	10,300.00
Project total	595,295.17	545,703.04	595,200.00

PROJECT budget of \$600,000

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That the Museum Children’s Space project proceed to tender and be forwarded to County Council for approval to award.

Respectfully submitted,



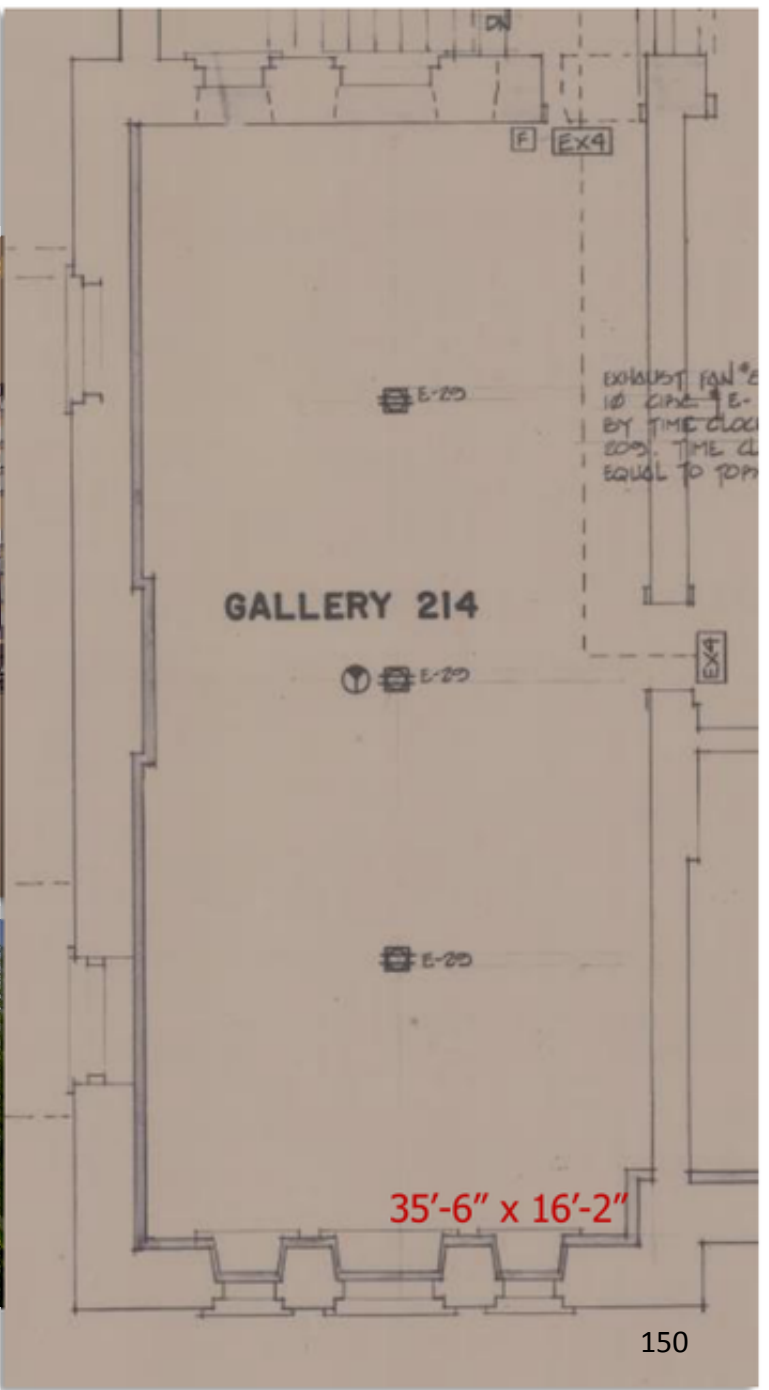
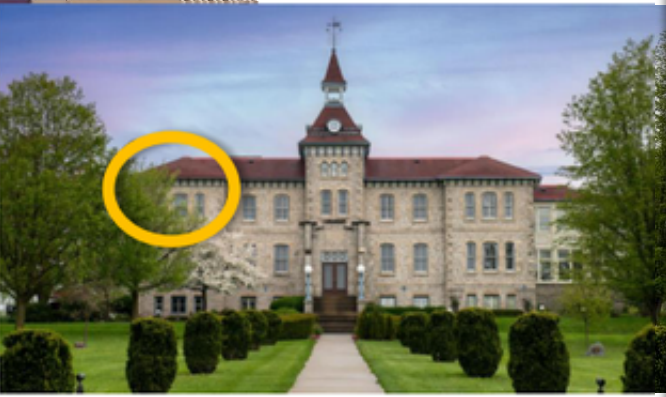
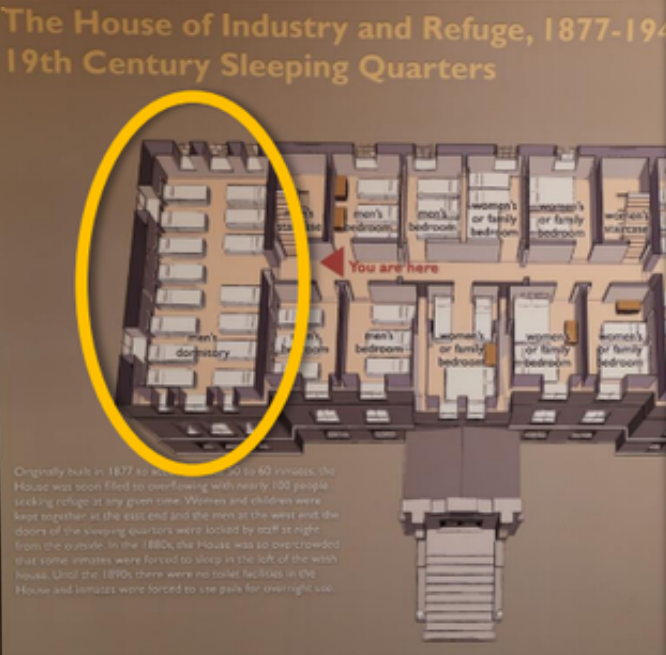
Jana Burns
Wellington Place Administrator

In consultation with/approved by:
Scott Wilson, Chief Administrative Officer

WCMA – Children’s Play Space



The House of Industry and Refuge 19th Century Living Quarters



WCMA – Current Space



Attic



“Play is the work of the child” Dr. Maria Montessori

Play is what children do intuitively without any input from adults, it is their natural behaviour and essential for healthy development. Both structured and unstructured

Play benefits;

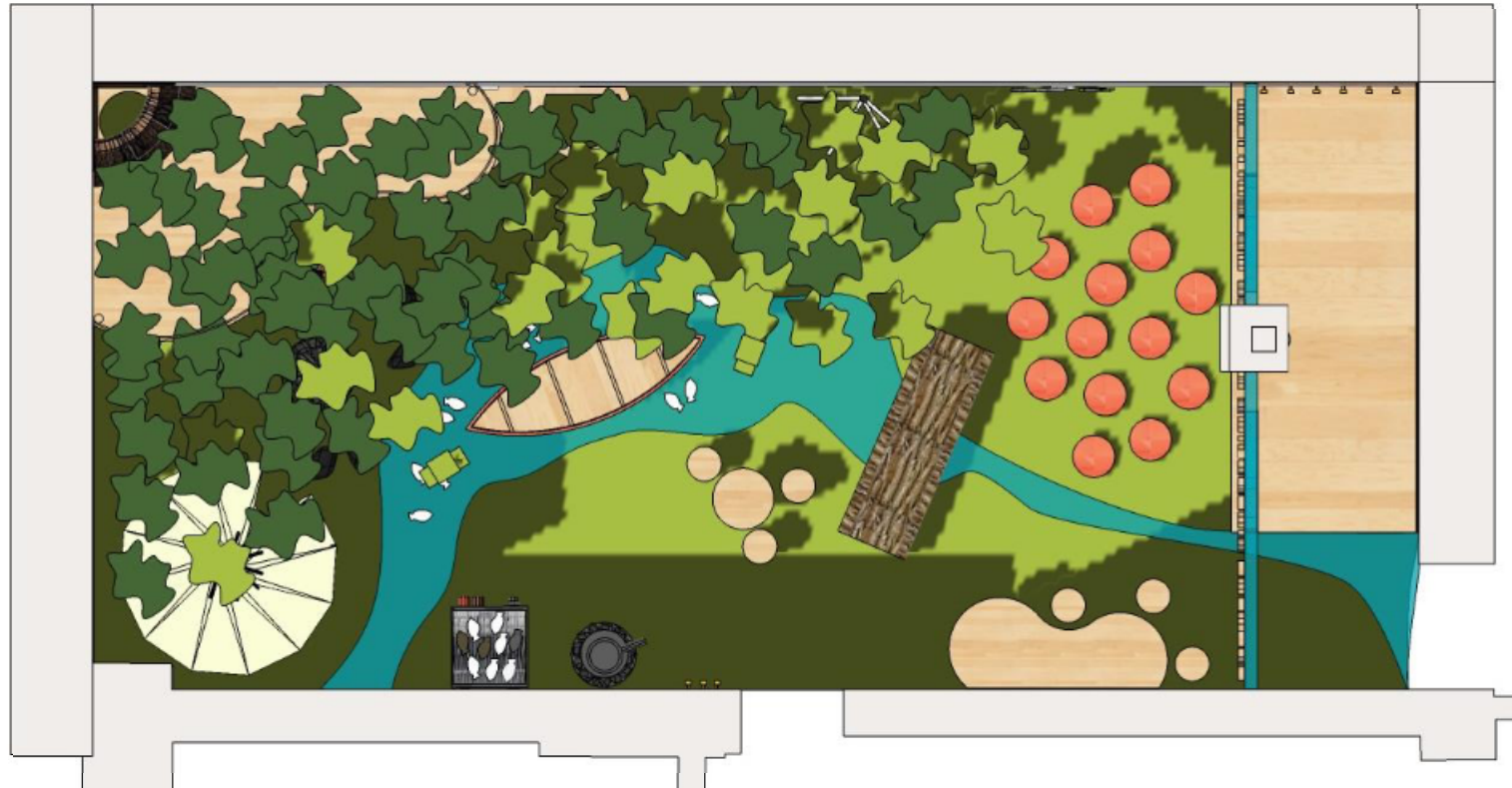
- Imagination and Creativity
- Cognitive Growth
- Emotional and Social Behaviour
- Literacy & Communication
- Independence & Self Confidence
- Physical Fitness

Our Audience

Children – from 0 to 6 years of age and their families

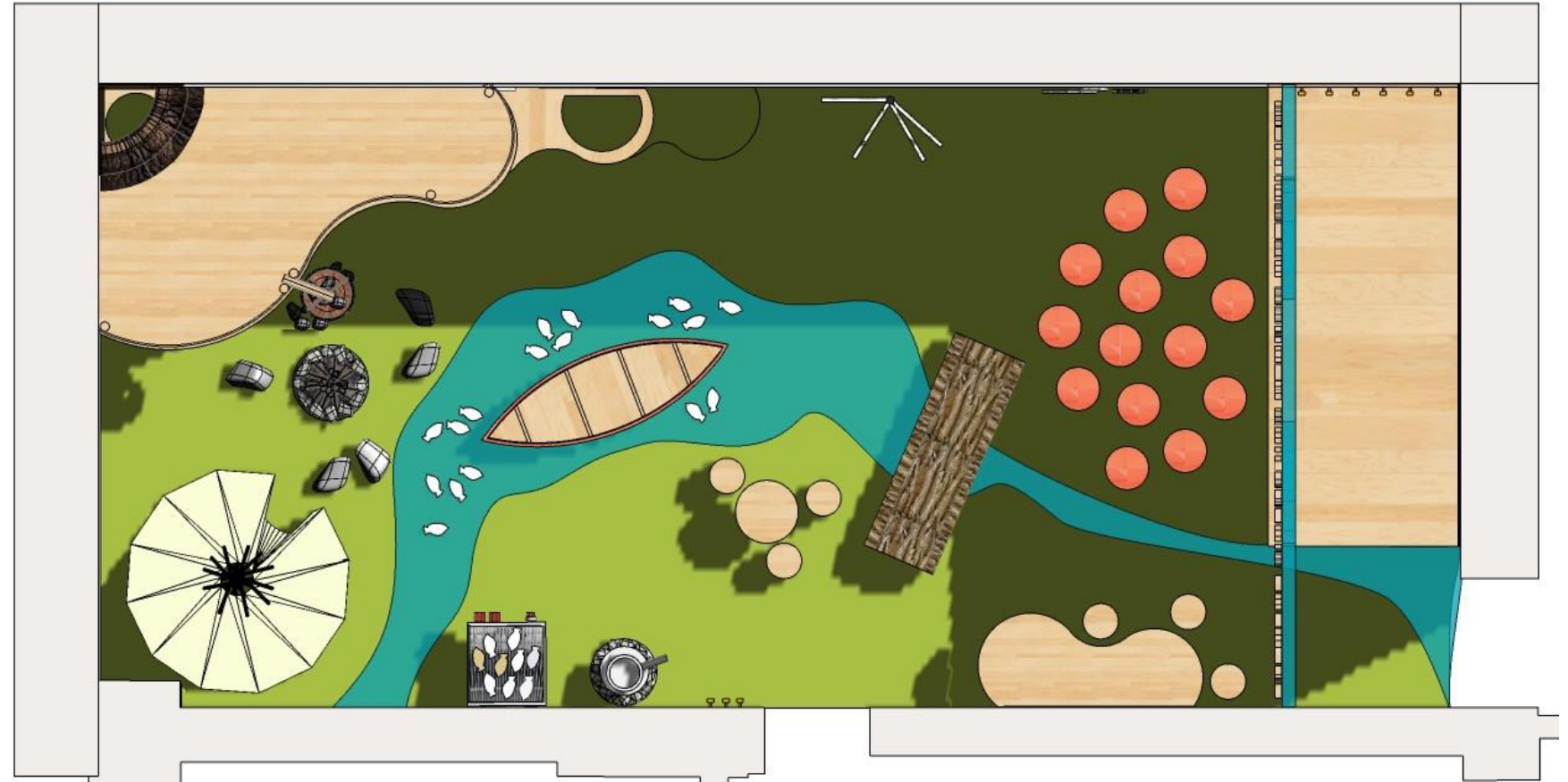
Outcomes:

Inspire children to explore and develop 21st century learning skills to become the thinkers and decision makers of the future through PLAY



Qualities & Elements of our Space

- Immersive
- Fun and Positive
- Open ended
- Self-serve, self-directed
- Intuitive, sensory and inclusive
- Dynamic and changing
- Hands on, bodies on
- Creative
- Rich with sustainable materials
- Use of vertical space
- Use of natural light
- Seating
- Encourage return visitation

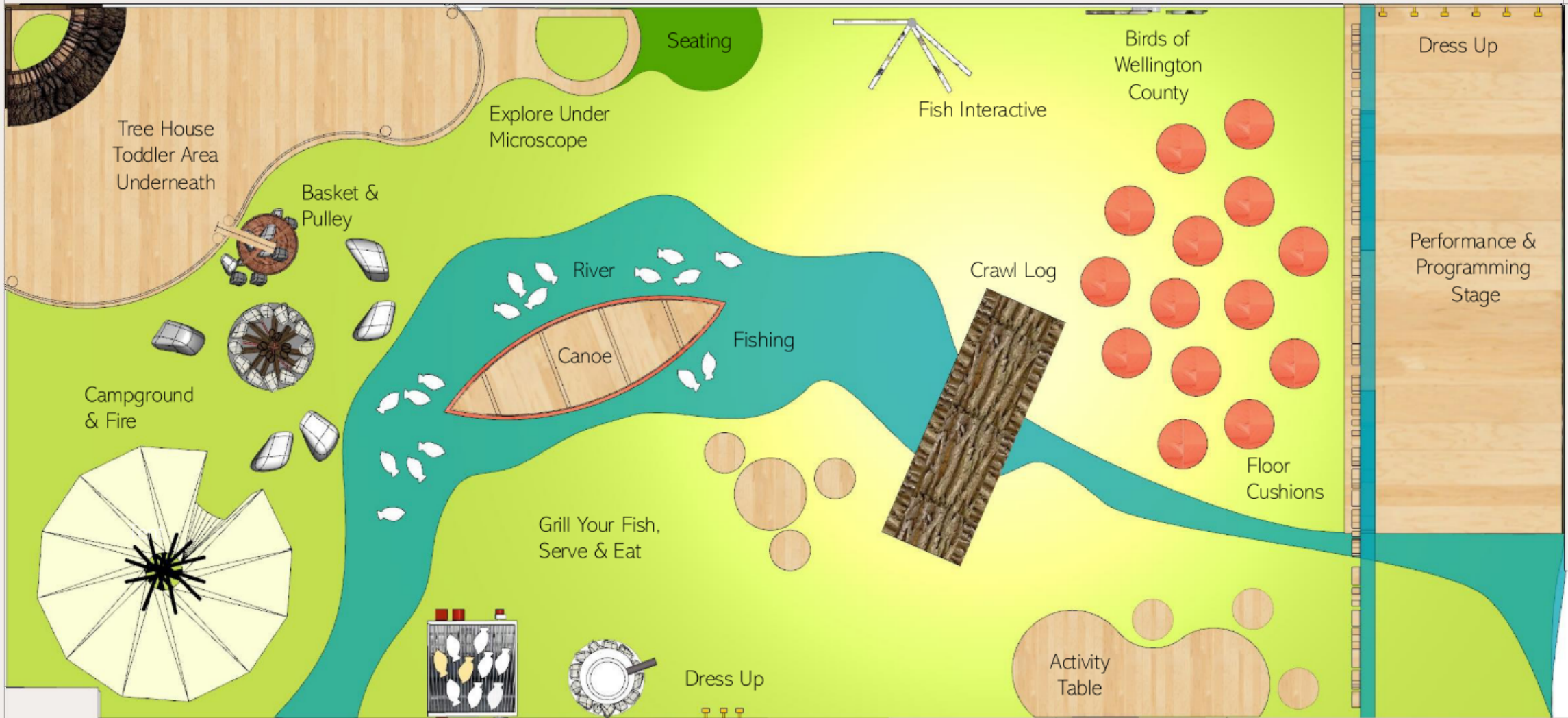


KIDS@PLAY

In a stylized immersive environment, children and their families will explore the world around them through pretend play.

- **Be a Nature Conservationist at the campground** – learn about nature and animals, explore the diversity in Wellington County
- **Bird Sounds** – explore birds in your environment
- **Fish Interactive** – explore the fish in Wellington County
- **Campground** – play, crawl, roast, read
- **Pretend to Flyfish** – swim, fish and canoe on the river
- **Be a Chef** – cook, grill and serve the fish from the river
- **Climb a Tree House** – climb up from inside the tree and look out from the upper level.
- **Under the Microscope** - bring different objects, explore and swap with your friends.
- **Dress up & Perform** – dress up in fun clothes and perform
- **Activity Area** – Changing programming and activities.







Campground



Play in a real Tent



Build Your Own Tent with cardboard tubes & canvas



Climb the Tree House

Crawl Through a Tree Log



Camp Fire



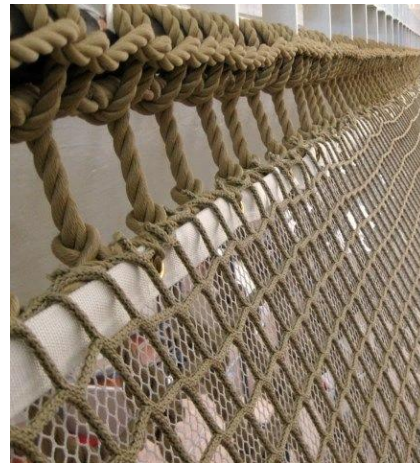
Tree House



Pulley and bucket



Upper Level to climb and Look out



Rope Safety Net



Slide

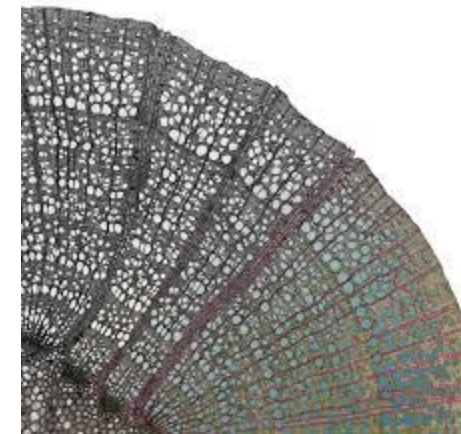


Climb up inside the tree



Be the Nature Explorer

Bring in objects from outside & explore them under microscope





Canoe with vests, toy fishing rods & nets



Elora Gorge Fly Fishing



Fish Interactive



- Pike
- Smallmouth Bass
- Rainbow Trout
- Walleye
- Catfish
- Carp



Bird Sounds Interactive

Bald Eagle



Blue Jay



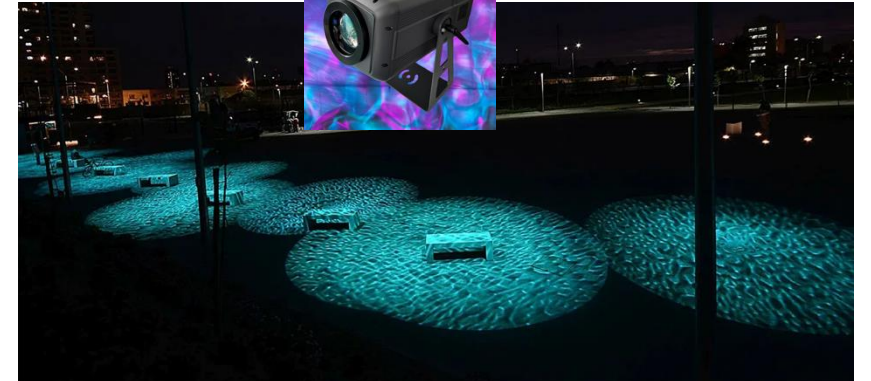
American Robin



Black-capped Chickadee



River with light or floor graphic



LED Water Projector

Be the Chef

Cook for the campers



Log eating area



Roast marsh mellow & grill fish

Dress up



Nature Outfits



Nature Explorer Backpacks



Magnetic Fishing Rods & Net



Vests for Canoeing



Chef's Hat & Apron



Fishing Wader & Boots



WELLINGTON COUNTY CHILDREN'S THEATRE



Dress Up



Various Costumes for dress up



Stage

Stage, projection background & cushions



Rock cushions



Changing Projection Background



Mural Image Inspiration Images – Mural artwork to be designed by local artist

Abstract nature elements



Grey scale muted colour palette



Camp site, river, landscape



Local Animals & Creatures of the woods





Committee Report

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Jana Burns, Wellington Place Administrator
Date: Wednesday, March 12, 2025
Subject: **Wellington Place Update**

Background:

Aboyne Rural Hospice

The Aboyne Rural Hospice (ARH) has received Ministry approval to build a six-bed hospice on a three-year timeline at Wellington Place. Once an official letter of instruction has been received, the ARH will hire a Project Manager, reconvene with the County and obtain a development consultant.

The Commons at Wellington Place

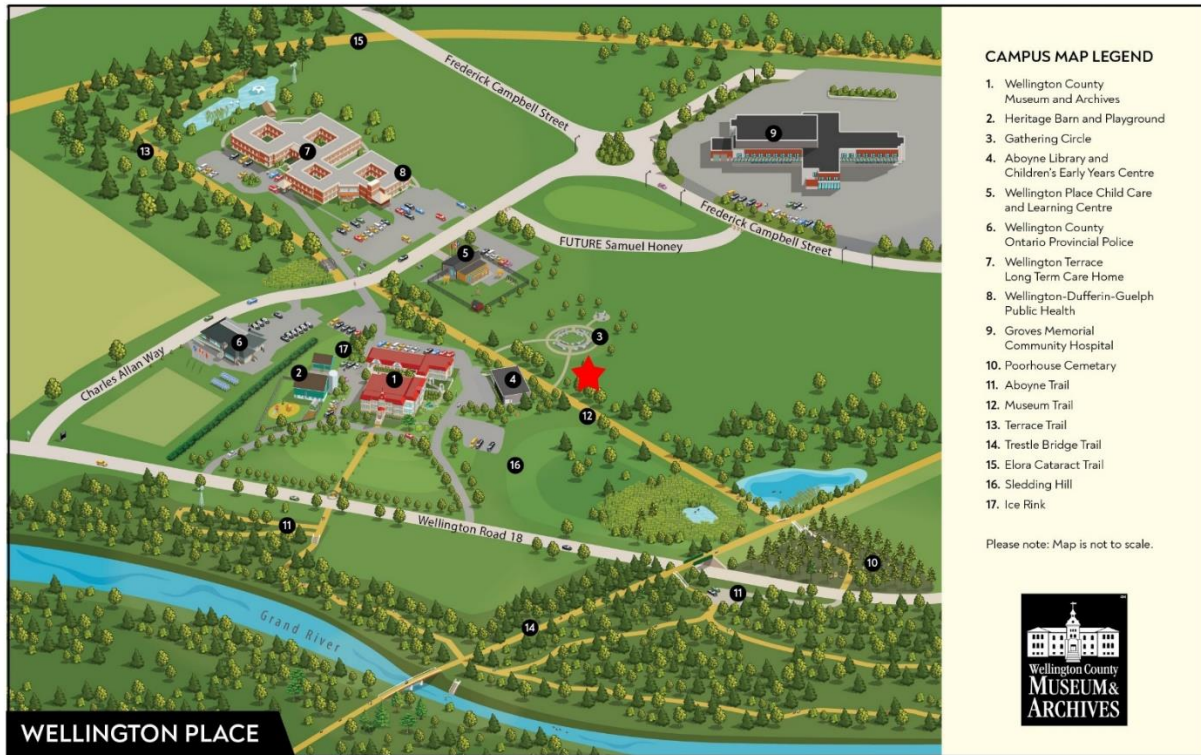
In January Committee requested further information on the proposed six-acre Wellington Place campus Commons area.

As Committee is aware, the Wellington Place campus is an incredibly unique 240-acre property, with 206 acres exclusively owned by the County. A Concept Plan was approved by Council in 2011 and was prepared in consultation with the communities of Wellington County. The guiding principles of the Plan are as follows:

1. To respect and enhance the characteristics of the landmark property, providing space to service the needs of the larger community for years to come.
2. To ensure connectedness, creating an environment that is people-oriented, providing opportunities for gathering and social connectedness.
3. To support sustainable development, encouraging progressive technologies and innovative approaches that support the cultural and natural environment.

Consultations with residents and stakeholders across the County identified the need for a large communal park in the Plan. Council was presented with two concept options and chose the one that included a large Commons abutting the roundabout with frontage on three streets. During further planning as part of the Mini-Masterplan in 2022, staff envisioned a space for the community and the hospital, police and other employees of Wellington Place to eat their lunch, cool off from the sun, be inspired by nature and gather.

The initial design developed in 2022 included several trail pathways that circle through a forested landscape, looping around a central natural water garden. The water garden would feature gradual slopes with flowing water, natural landscape of various sized boulders, coniferous trees, native grasses and vegetation. Trees would screen this park from the adjacent roads and provide shaded areas. Further development of the Commons is scheduled in 2030 with \$920,000 dedicated for the project. A map of the Concept Plan is below.



Wellington Place Pavilion

The Pavilion Building Committee met February 10 to review the draft request for proposal (RFP) to solicit responses from qualified proponents for a design-build project. Upon Committee’s approval, the RFP was released February 14, and a site meeting was held February 20, with ten companies present. The RFP will close March 20 whereupon the Committee will meet March 24 to review the submissions. A budget of \$690,000 exists which includes the design and construction of the project.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That the Wellington Place Update be received for information and forwarded to County Council.

Respectfully submitted,

Jana Burns
 Wellington Place Administrator
 In consultation with/approved by:
 Scott Wilson, Chief Administrative Officer



COMMITTEE REPORT

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Kevin Mulholland, Construction & Property Manager
Date: Wednesday, March 12, 2025
Subject: Erin Library Construction Project - Status Report #13

Table with 2 columns: Description and Details. Rows include: Work completed to date, Work to be completed in the next month, Status of construction schedule, C.O.'s approved since last meeting, Total change orders approved to date, Net value of C.O.'s approved to date.

Recommendation:

Erin Library Construction Project - Status Report #13 be received for information.
Respectfully submitted,

Handwritten signature of Kevin Mulholland

Kevin Mulholland
Construction & Property Manager



Committee Report

To: Chair and Members of the Library Board
From: Rebecca Hine, Chief Librarian
Date: Wednesday, March 12, 2025
Subject: **Library Update, January - February 2025**

Background: To provide the Library Board with an overview of events and activities from across the library system.

Ontario Library Association Super Conference

The conference was held January 29 - 31 at the Metro Toronto Convention Centre and was attended by 15 library staff and one Library Board member. This year's theme was building bridges and sessions were based around building connections that help us understand each other among different library sectors and the broader community. Those in attendance reported that they found it informative, educational and a good networking opportunity.

Health and Safety

After input from our Manager of Purchasing and Risk Management, first aid kits and AEDs have been purchased and made accessible in our community rooms with after hours rentals. All of our buildings have these resources available, but it was determined that in a few of our branches they were not accessible to after hour rental groups due to their locations in the main part of the building. This has since been remedied by either moving the location or purchasing additional units.

Community Partnerships/Events

Clifford branch supervisor Alicia Gilstorf attended a meeting of the Clifford Connects committee which had a brainstorming session on ways to build and elevate annual events such as the Carnival Celebration and Christmas in the Street

Drayton branch supervisor Valerie Denton met with Kelly Dixon from the Museum and Archives as well as three members of the Mapleton Historical Society to begin planning the display in the library space for the Drayton 150.

Harriston branch supervisor Rosie Krul attended the Minto Cultural round table meeting and provided input for their 2025 actions and priorities document.

The Hillsburgh branch has collaborated with the Over Here Community Arts Adventure Group to have local art displayed in the branch on a rotating schedule much like our partnership in Fergus with the Fergus Elora Studio tour. These are both positive partnerships that allow for the branches to support local artists who provide a rotating display of art that engages our patrons.

Elora branch supervisor Danielle Arial had plans to attend the Elora BIA meeting this month but it was postponed until February. There have been concerns raised by both staff and patrons about the use of the washrooms by tourists and the lack of parking for patrons making it impossible for them to use the services of the library, especially on weekends.

Notes from Patrons

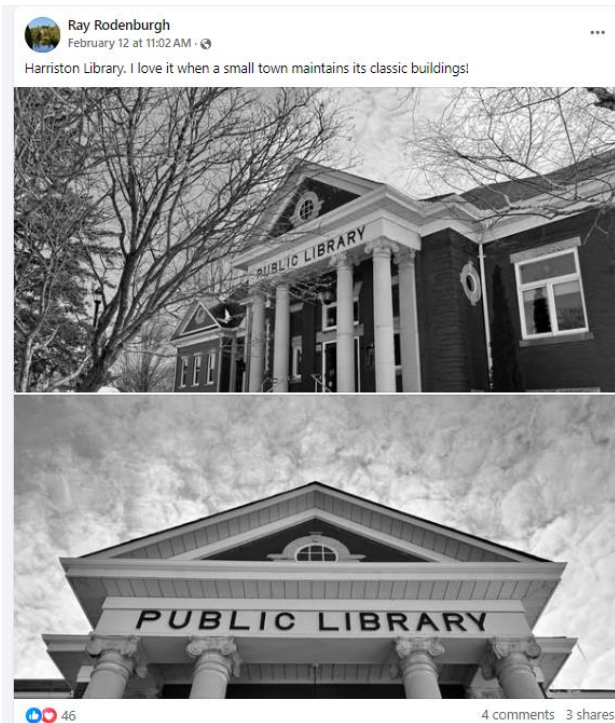
These past 2 months, WCL has received many positive comments from members of the public. A sample of these are included below to demonstrate how important our libraries are to our patrons. This type of feedback speaks volumes to the value placed on our services, staff and buildings by the members of our communities.

“thank you to each of you for answering 1000 questions, accommodating inflexible schedules, pulling out all the stops, never acting like you’re being bothered and continuing to go above and beyond every visit” (Drayton patron)

“may I add that you guys are freaking gems of society for doing this for the kids. Seriously...you guys are the best. Thank you for what you do” (Harriston patron referring to the Santa letters when the postal strike was on)

“it’s a very special place, with very special people running it” (Hillsburgh patron who called to let staff know how important it is to have a library in their community)

“...thank you for your service. And your suggestions. And all that you do. This is my favourite place” (Mount Forest patron)



“Our daughter just bought a house here in Palmerston. We are so jealous that this is the library she will get to use. We’ll have to come visit her a lot!”

Courier Van

The new library van has arrived back from Eloquip and is receiving the final touches at our Central garage. It has a few bits and pieces left to be installed but the main work is complete. The outer wrap has been designed by our communications team and is ready to go to the printer and then installed. The van should be ready to go by the end of March.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:
Doing what the County does best – Providing Critical Daily Services for your residents

Recommendation:

That the Chief Librarian’s report for January 2025, including the Next Chapter February - March 2025, be received for information.

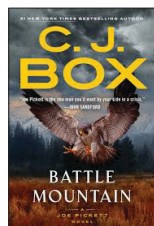
Respectfully submitted,



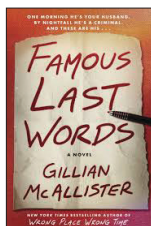
Rebecca Hine
Chief Librarian

In consultation with/approved by:
Scott Wilson, Chief Administrative Officer

Trending Titles



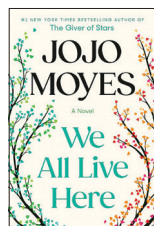
Battle Mountain
by C. J. Box



Famous Last Words
by Gillian McAllister



Queens of Crime
by Marie Benedict



We All Live Here
by Jojo Moyes



Harlem Rhapsody
by Victoria Christopher Murray



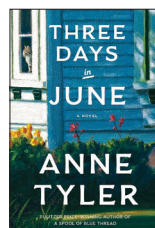
Last Twilight in Paris
by Pam Jenoff



Dream Girl Drama
by Tessa Bailey



Cold As Hell
by Kelley Armstrong



Three Days in June
by Anne Tyler

Check out our monthly Coming Soon and Staff Picks lists at www.wellington.ca/LibraryCatalogue.

Staff picks



Vera Wong's Unsolicited Advice for Murderers
by Jesse Q. Sutanto

A laugh-out loud mystery about a widow who finds a dead body in her tea shop. Police say it's not suspicious, but Vera is not convinced. By using her cooking skills, she brings four customers together to figure out who is the murderer. This book illustrates how people can become friends in strange circumstances.

Available in Fiction, eBook, digital Audiobook, and preloaded Audiobook.



The Next Chapter

Wellington County Library Newsletter

FEB - MARCH 2025

March Break 2025

Let your imagination go wild from March 10 - 14!

Swing by your local WCL branch and **explore the wonders of the natural world**. We've lined up a week full of exciting events and activities for kids of all ages.

Don't miss out on interactive storytelling, hands-on workshops, and special guests.

Find out who's coming to visit on page 3.

Registration opens Monday, February 3 at 10:00 am.



Holiday Hours

All WCL branches will be closed Sunday, February 16 and Monday, February 17 for Family Day.



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@WellingtonCounty

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Event Highlights



February

Trivia Team Challenge (Adults)
Fergus Branch | Tuesday, February 11
5:30 pm

Cricut Mug Press (Adults)
Erin Branch | Tuesday, February 11
6:00 pm

Teen Paint Night (Teens)
Marden Branch | Wednesday, February 12
6:00 pm

Low-Stress Craft Night (Teens and Adults)
Clifford Branch | Wednesday, February 12
6:00 pm

**Valentine's Day through History
- with WCMA** (All Ages)
Arthur Branch | Friday, February 14
2:00 pm

Quarter Century Book Club
Drayton Branch | Tuesday, February 18
6:30 pm

Winter is for the Birds (Adults)
Harriston Branch | Friday, February 21
2:00 pm

History of Hillsburgh – with WCMA (Adults)
Hillsburgh Branch | Tuesday, February 25
6:00 pm



Did you know?



Your library was a busy place in 2024! We had over 1 million items

checked out, more than 2,800 events, over 38,500 participants, courier delivered over 350,000 items around the County. Thanks for supporting us and making such good use of our free community resources.

March Break Special Guests



Wings Over the Rainforest (All Ages)
Mount Forest Branch | Monday, March 10
10:30 am

Elora Branch | Monday, March 10
1:30 pm

**Discovery Zone Workshop
with Scientists in School** (4-12 years)

Fergus Branch | Monday, March 10
2:00 pm

Rockwood Branch | Thursday, March 13
10:30 am

Inflated Ego (All Ages)

Aboyne Branch | Tuesday, March 11
10:30 am

Palmerston Branch | Tuesday, March 11
1:30 pm

Party Safari (All Ages)

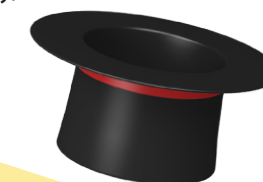
Rockwood Branch | Wednesday, March 12
11:00 am

Hillsburgh Branch | Wednesday, March 12
1:30 pm

**Four Paws Flying
Entertainment** (All Ages)

Marden Branch | Wednesday, March 12
10:30 am

Harriston Branch | Wednesday, March 12
2:30 pm



Magic of Scott

Dietrich (All Ages)

Erin Branch | Thursday, March 13
10:30 am

Clifford Branch | Thursday, March 13
2:00 pm

Wild Ontario (All Ages)

Drayton Branch | Thursday, March 13
1:30 pm

Club Rex (All Ages)

Puslinch Branch | Friday, March 14
10:30 am

Fergus Branch | Friday, March 14
1:30 pm

Music with Mr. J (All Ages)

Arthur Branch | Friday, March 14
2:00 pm

Babysitting Basics Course (11-16 years)

Palmerston Branch | Monday, March 10
10:00 am - 5:00 pm

Stay Safe! Course (9-13 years)

Elora Branch | Friday, March 14
10:00 am - 3:00 pm



February Highlights



Story Time participants at Aboyne and Arthur Branches made thank you cards for local snowplow drivers.

Parents were very thankful that Erin Branch was open on February 18 because school had been canceled. One said, "The library is a godsend. My kids love it here!"

Hillsburgh Branch's snowshoes have been popular, thanks in large part to a Facebook post from the Hillsburgh Community Committee.

Staff are continually working to meet local needs and interests. Programmes are seeing a higher per programme attendance over last year, with a 7% increase in participation.

Programmes and Events

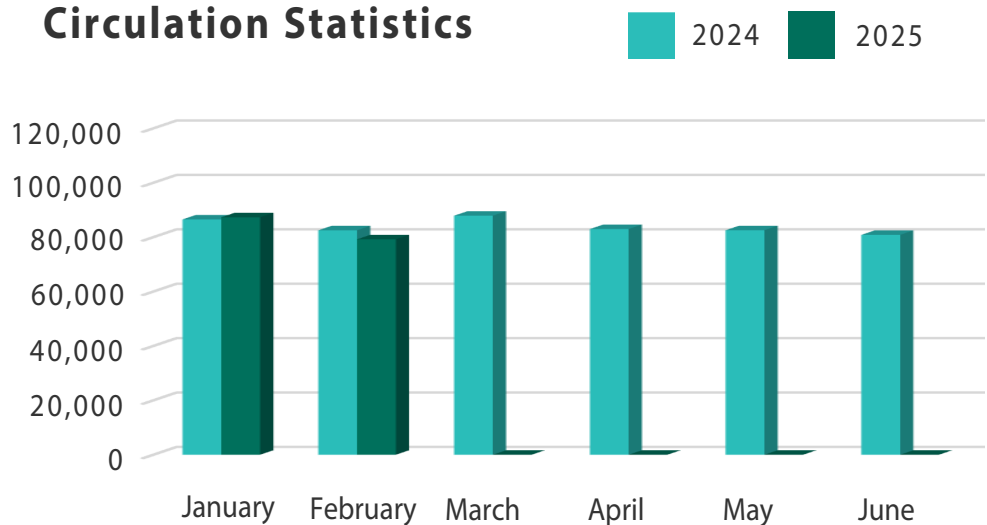
- 71 people enjoyed a presentation on local history by Museum staff at Hillsburgh Branch
- Our new Cricut custom mug tool was enjoyed by 24 participants at four branches
- Our Dungeons and Dragons groups are popular and had 43 participants



Kanopy film streaming was up 15% over last February

196	2,274	75,198
Programme Offerings	Programme Attendance	Web Traffic
210 in 2024	2,137 in 2024	73,427 in 2024

Circulation Statistics





Corporation of the County of Wellington

Planning Committee

Minutes

March 13, 2025

County Administration Centre

Keith Room

Present: Warden Chris White
Councillor James Seeley (Chair)
Councillor Gregg Davidson
Councillor Michael Dehn
Councillor Shawn Watters

Also Present: Councillor Diane Ballantyne
Councillor Matthew Bulmer

Staff: Jennifer Adams, County Clerk
Karen Chisholme, Climate Change and Sustainability Manager
Ken DeHart, County Treasurer
Meagan Ferris, Manager of Planning and Environment
Thomas Freeman, Planner
Zachary Prince, Senior Planner, Development
Aldo Salis, Director, Planning and Development
Scott Wilson, CAO

1. Call to Order

At 9:29 am, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Delegation:

3.1 Audrey Meadows Development

1/3/25

Moved by: Councillor Davidson

Seconded by: Councillor Dehn

That the Audrey Meadows Development delegation by Rob Stovel Sr., Stovel and Associates Inc. and Derek Good, Audrey Meadows be received for information.

Carried

4. Official Plan Amendment No. 122 - Audrey Meadows Ltd.

2/3/25

Moved by: Councillor Davidson

Seconded by: Warden White

That a by-law adopting County of Wellington Official Plan Amendment No. 122 be approved.

Carried

5. Planning Financial Statements as of February 28, 2025

3/3/25

Moved by: Warden White

Seconded by: Councillor Dehn

That the Planning Financial Statements as of February 28, 2025 be approved.

Carried

6. 2025 Climate Change Work Plan

4/3/25

Moved by: Councillor Watters

Seconded by: Councillor Dehn

That the 2025 Climate Change Work Plan be received for information.

Carried

7. Trails 2025 Work Plan

5/3/25

Moved by: Councillor Watters

Seconded by: Councillor Dehn

That the Trails 2025 Work Plan be received for information.

Carried

8. Adjournment

At 9:52 am, the Chair adjourned the meeting until April 10, 2025 or at the call of the Chair.

James Seeley
Chair
Planning Committee

Stovel and Associates Inc.
Planners, Agriologists and Environmental Consultants

October 31, 2024

Mayor James Seeley
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON
N0B 2J0

RE: County of Wellington Official Plan Amendment OP-2021-02 and Township Zoning Bylaw Amendment File #D14/AUD

Dear Mr. Mayor:

Stovel and Associates Inc. ("SAI") are the consulting planners on this matter for Audrey Meadows Ltd. On behalf of Audrey Meadows Ltd., SAI submitted applications for a County Official Plan Amendment ("OPA") and a Zoning By-Law Amendment ("ZBA"). The proposed OPA would authorize the development of the remaining undeveloped land owned by Audrey Meadows Ltd. The proposed OPA is set out below:

Proposed OPA

*Text Amendment
To be added to Section 9.8.5 Policy Areas*

PA7-9 Audrey Meadows Limited

This policy area applies to the lands legally described as Part of Lots 17, 18 and 19, Concession 8, Township of Puslinch. Notwithstanding any provisions in this Plan to the contrary, these lands may be developed for residential dwellings. The dwellings shall be serviced by individual private water and wastewater services. Pursuant to Policy 6.4.7 this development is deemed to be residential infilling of an existing rural settlement. This development contributes to the fulfillment of the local municipality growth strategy. This development shall be implemented through a rezoning and plan of subdivision or plan of condominium.

Provincial Planning Statement 2024

The Provincial Planning Statement (PPS, 2024) was issued under section 3 of the *Planning Act* and came into effect October 20, 2024. It replaces the Provincial Policy Statement that came into effect on May 1, 2020 and *A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019* (as amended 2020). The PPS (2020) and Growth Plan are no longer applicable. It is my opinion that the Audrey Meadows OPA application is consistent with the new PPS (2024).

It is important to note that the Audrey Meadows proposal is modest in scale, in that it is a proposal for 22 lots to allow infilling and minor rounding out of the existing settlement area. The policies from the PPS (2020) previously relied upon in support of the Audrey Meadows proposal have been carried forward into the new PPS (2024), with some minor changes. As well, the PPS (2024) has included additional policies to permit the delivery of housing opportunities. Municipalities can now consider settlement area expansions proposed by private landowners at any time and the tests to be applied are less stringent.

PPS (2024) policy 2.3.2 provides the following direction:

2.3.2 New Settlement Areas and Settlement Area Boundary Expansions

- 1. In identifying a new settlement area or allowing a settlement area boundary expansion, planning authorities shall consider the following:*

- a) *the need to designate and plan for additional land to accommodate an appropriate range and mix of land uses;*
- b) *if there is sufficient capacity in existing or planned infrastructure and public service facilities;*
- c) *whether the applicable lands comprise specialty crop areas;*
- d) *the evaluation of alternative locations which avoid prime agricultural areas and, where avoidance is not possible, consider reasonable alternatives on lower priority agricultural lands in prime agricultural areas;*
- e) *whether the new or expanded settlement area complies with the minimum distance separation formulae;*
- f) *whether impacts on the agricultural system are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an agricultural impact assessment or equivalent analysis, based on provincial guidance; and*
- g) *the new or expanded settlement area provides for the phased progression of urban development.*

2. *Notwithstanding policy 2.3.2.1.b), planning authorities may identify a new settlement area only where it has been demonstrated that the infrastructure and public service facilities to support development are planned or available.*

The following table documents conformity of the proposed development with policy 2.3.2 of the PPS, 2024.

Policy	Conformity	Analysis
<i>a) the need to designate and plan for additional land to accommodate an appropriate range and mix of land uses</i>	Yes	Need is established in County Report PD2024-29 (September 12, 2024).
<i>b) if there is sufficient capacity in existing or planned infrastructure and public service facilities</i>	Yes	Development to be serviced by private infrastructure.
<i>c) whether the applicable lands comprise specialty crop areas</i>	Yes	Development is not comprised of Specialty Crop Areas.
<i>d) the evaluation of alternative locations which avoid prime agricultural areas and, where avoidance is not possible, consider reasonable alternatives on lower priority agricultural lands in prime agricultural areas</i>	Yes	Development is located on rural lands, i.e., non-prime agricultural lands.
<i>e) whether the new or expanded settlement area complies with the minimum distance separation formulae</i>	Yes	Development complies with MDS.
<i>f) whether impacts on the agricultural system are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an agricultural impact assessment or equivalent analysis, based on provincial guidance</i>	Yes	AIA is not required as lands are not comprised of prime agricultural lands in a prime agricultural area.
<i>g) the new or expanded settlement area provides for the phased progression of urban development</i>	Yes	Proposed expansion of settlement represents a logical progression of development.

The following policies of the PPS 2024 provide direction with respect to growth in Rural Settlements. I have underlined the key provisions that provide the policy direction that support the proposed OPA.

2.5 Rural Areas in Municipalities

1. Healthy, integrated and viable rural areas should be supported by:
 - a) building upon rural character, and leveraging rural amenities and assets;
 - b) promoting regeneration, including the redevelopment of brownfield sites;
 - c) accommodating an appropriate range and mix of housing in rural settlement areas;
 - d) using rural infrastructure and public service facilities efficiently;
 - e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
 - f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
 - g) conserving biodiversity and considering the ecological benefits provided by nature; and
 - h) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 4.3.
2. In rural areas, rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.
3. When directing development in rural settlement areas in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Growth and development may be directed to rural lands in accordance with policy 2.6, including where a municipality does not have a settlement area.

2.6 Rural Lands in Municipalities

1. On rural lands located in municipalities, permitted uses are:
 - a) the management or use of resources;
 - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
 - c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;
 - d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;
 - e) home occupations and home industries;
 - f) cemeteries; and
 - g) other rural land uses.
2. Development that can be sustained by rural service levels should be promoted.
3. Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.
4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

3.6 Sewage, Water and Stormwater

1. Planning for sewage and water services shall:
 - a) accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services and existing private communal sewage services and private communal water services;
 - b) ensure that these services are provided in a manner that:
 1. can be sustained by the water resources upon which such services rely;
 2. is feasible and financially viable over their life cycle;

-
3. protects human health and safety, and the natural environment, including the quality and quantity of water; and
 4. aligns with comprehensive municipal planning for these services, where applicable.
- c) promote water and energy conservation and efficiency;
 - d) integrate servicing and land use considerations at all stages of the planning process;
 - e) consider opportunities to allocate, and re-allocate if necessary, the unused system capacity of municipal water services and municipal sewage services to support efficient use of these services to meet current and projected needs for increased housing supply; and
 - f) be in accordance with the servicing options outlined through policies 3.6.2, 3.6.3, 3.6.4 and 3.6.5.

2. *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems.*

3. *Where municipal sewage services and municipal water services are not available, planned or feasible, private communal sewage services and private communal water services are the preferred form of servicing for multi-unit/lot development to support protection of the environment and minimize potential risks to human health and safety.*

4. *Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.*

At the time of the official plan review or update, planning authorities should assess the long-term impacts of individual on-site sewage services and individual on-site water services on environmental health and the financial viability or feasibility of other forms of servicing set out in policies 3.6.2 and 3.6.3.

It is my opinion that the proposed development is consistent with these provisions of the PPS 2024.

County of Wellington

The County of Wellington Official Plan provides the following policy direction with respect to Rural Settlements:

6.4.7 Rural Settlements

Rural settlements are existing small communities that form part of the rural fabric of Wellington. These settlements are primarily small clusters of housing with occasional commercial, industrial or institutional uses. These areas are not designated on Schedule "A" and are not expected to grow but they may be recognized in the zoning by-law and limited residential infilling may be allowed.

As such, the Official Plan as of the date of application for this development specifically contemplates that a Rural Settlement may be permitted some limited amount of growth. Rural Settlements are not mapped and may be infilled (or rounded out). County Planning has previously confirmed that the Audrey Meadows proposal is subject to the Clergy Principle (grandfathered) and as such section 6.4.7 of the Official Plan continues to be applicable.

Township Support

The Township of Puslinch ("Township") considered the proposed development on October 27, 2022. The Township passed a resolution of support (see Attachment A) for the proposed development as set out below.

Be it resolved that the Township of Puslinch Council

(a) supports the proposed new Audrey Meadows development and

(b) requests the County of Wellington amend the Official Plan to recognize a site-specific provision for the subject lands to permit the development of up to 22 homes.

As previously noted, the new PPS 2024 replaces the PPS (2020) and the Provincial Growth Plan (2019).

In summary, it is my opinion that the Audrey Meadows proposal:

- advances the objectives of Provincial Planning policies and is consistent with the Provincial Policy Statement (2024);
- is a minor adjustment to the boundaries of the existing adjacent subdivision when considered in the context of the surrounding land uses;
- promotes the vitality and viability of the rural area and character of the Township by promoting a compatible land use that fits with the surrounding uses and supported by Planning Committee and local residents;
- provides much needed housing supply for rural residents and is one of the few housing opportunities for the Township being advanced; and
- aligns with policy 6.4.7 of the County Official Plan which specifically permits limited residential infilling.

Conclusion

It is my opinion that the proposed OPA, if approved, is in the public interest and would allow the Township to permit limited and appropriate growth for the local municipality. The approval of the proposed development will help to provide housing opportunities within the Township of Puslinch.

My client, Audrey Meadows Ltd., and its associated company, George R. Good Construction, are owned by a local family with a strong track record of contributing to the vitality and strength of the Township. They look forward to engaging further with the Township Council to obtain the required approvals to allow them to continue to be a vibrant contributor to the local community. My client would like to move forward with the planning approvals process for this development application as soon as possible.

I trust that this explanation is of sufficient detail. Please do not hesitate to contact me should you have any questions.

Yours truly,

Rob Stovel

Robert P. Stovel, M.Sc., M.C.I.P., R.P.P., P.Ag.

cc: George Good, Audrey Meadows Ltd. and George R. Good Construction
cc: Jeff Wilker, Thomson Rogers Lawyers

Attachment A: Township Resolution



Meagan Ferris
 Manager of Planning and
 Environment
 County of Wellington
 74 Woolwich Street
 Guelph, ON N1H 3T9
 VIA EMAIL:
meaganf@wellington.ca

Township of Puslinch
 7404 Wellington Road 34
 Puslinch, ON N0B 2J0
www.puslinch.ca

October 27, 2022

9.4.3 County of Wellington Recommendation Report – Audrey Meadows Ltd. County Official Plan Amendment File #OP-2021-02 and Township Zoning Bylaw Amendment File #D14/AUD

Please be advised that Township of Puslinch Council, at its meeting held on October 19, 2022 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2022-344: Moved by Councillor Sepulis and
 Seconded by Councillor Goyda

Whereas the Township will have limited land opportunities available for rural residential growth with the pending designation of Prime Agricultural Areas, Natural Heritage System and Greenbelt Expansion (which will take up 93% of Township lands); and

Whereas the Province is encouraging the construction of new homes as exemplified in its Bill 109, More Homes for Everyone Act, 2022

Be it resolved that the Township of Puslinch Council

- (a) supports the proposed new Audrey Meadows development and
- (b) requests the County of Wellington amend the Official Plan to recognize a site-specific provision for the subject lands to permit the development of up to 22 homes

CARRIED

7404 Wellington Road 34, Puslinch, ON N0B 2J0
 Tel: (519) 763-1226 Fax: (519) 763-5846 admin@puslinch.ca



As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Courtenay Hoytfox
Municipal Clerk

7404 Wellington Road 34, Puslinch, ON N0B 2J0
Tel: (519) 763-1226 Fax: (519) 763-5846 admin@puslinch.ca

Stovel and Associates Inc. 651 Orangeville Road, Fergus, ON N1M 1T9 519 766-8042

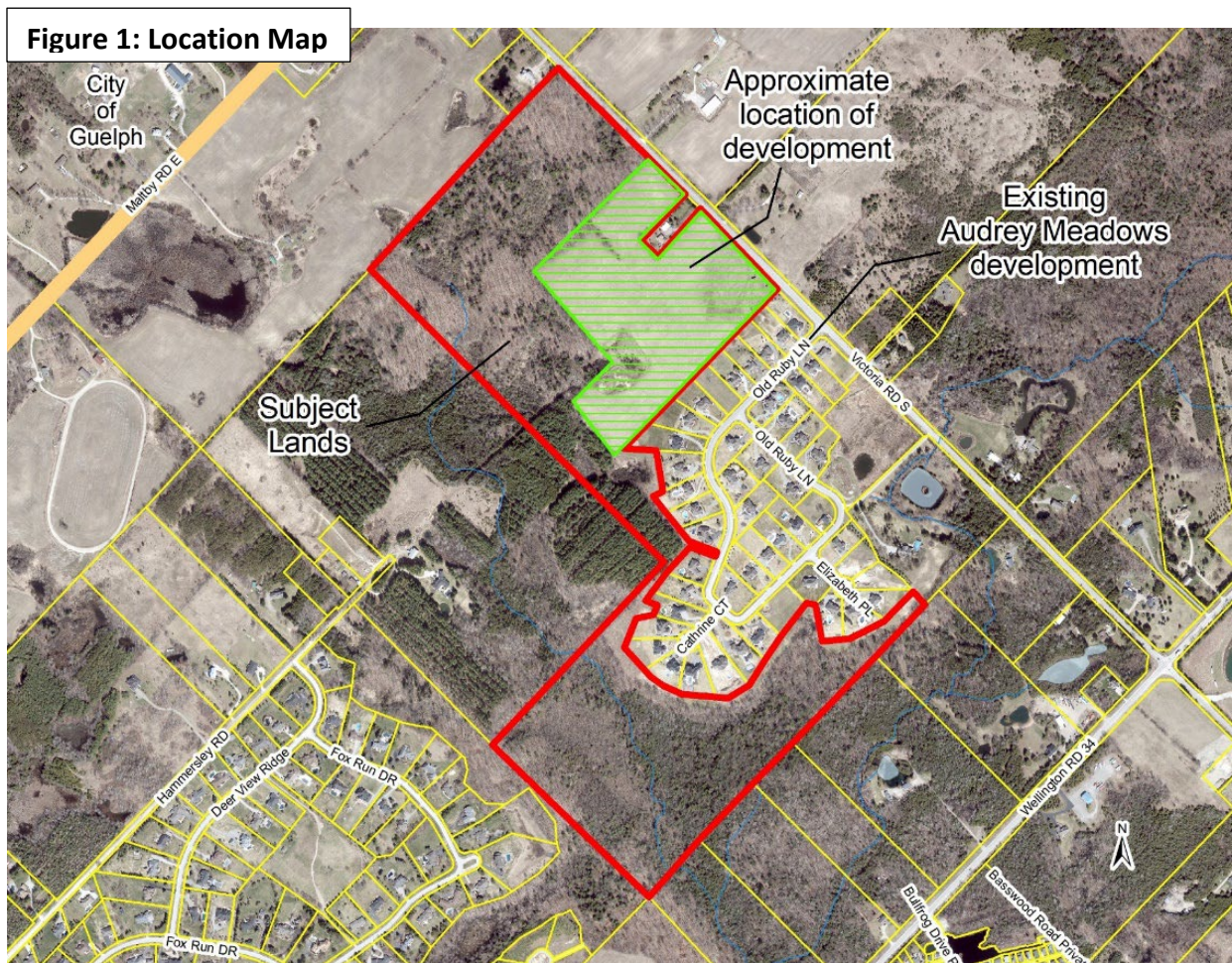


Committee Report

To: Chair and Members of the Planning Committee
From: Meagan Ferris, Manager of Planning and Environment
Date: Thursday, March 13, 2025
Subject: Official Plan Amendment No. 122 – Audrey Meadows Ltd.

1. Background:

An application for an amendment to the County of Wellington Official Plan (OP-2021-02) has been received for a property located within the Township of Puslinch and is legally described as Part Lots 17, 18 and 19, Concession 8 and situated on the west side of Victoria Road S.



In discussions with the applicant, this Official Plan amendment application was put on hold pending the release of the Province of Ontario’s new Provincial Planning Statement (PPS). The new PPS came into effect on October 20th, 2024 and revised the land use planning framework, including for rural area development. With the new framework now in place, this application is being brought forward for consideration.

The intent of the subject proposal is to amend the County of Wellington Official Plan to facilitate the expansion of an existing rural subdivision to allow rural residential development on individual, private septic and well services.

A related Zoning By-law amendment has been filed with the Township of Puslinch (File # D14-AUD).

2. Site and Surrounding Area:

The subject lands are vacant of any structures and are approximately 50.5 hectares (124.77 acres) in size. The proposed amendment is applicable to only a portion of the site that is approximately 11.8 hectares (29 acres) in area. The location of the subject property and the area subject to development can be seen in Figure 1.

The subject lands encircle an existing residential lot (4550 Victoria Road S) and has direct frontage onto Victoria Road South. The surrounding land uses consist of residential land uses (including an abutting rural subdivision identified in the County Official Plan as being within the Country Residential designation), agricultural lands, and natural features. It is noted that the subject lands are within approximately 600 m of the City of Guelph urban limits. A copy of the conceptual development plan can be seen in Attachment 1.

3. Site History & Local Need:

It is understood that the applicant has owned the subject lands for several years and previously developed the abutting, rural subdivision immediately south (referred to as Audrey Meadows, Phase 1 by the applicant). The existing abutting rural subdivision, as seen in Figure 1, had gone through a series of planning approvals including an Official Plan Amendment (No.51) adopted in 2006 to place the subject lands within the Country Residential designation; Draft Plan of Subdivision approval in 2007; and a Zoning By-law amendment in 2008 to establish site specific zoning permissions.

The now revoked Provincial Growth Plan for the Greater Golden Horseshoe came into effect in 2006 and was in effect at the time of the submission of the proposed Official Plan amendment. The Growth Plan policies of the time were restrictive with respects to the location for residential growth and established a hierarchy of locations to direct said growth. Since that time, the Growth Plan was revoked (except within the Greenbelt Plan) and a new Provincial Planning Statement (2024) came into effect on October 20th, 2024. The new PPS has more flexibility built in for municipalities to consider residential development on rural areas and lands such as the subject site. The subject development is being evaluated under the now applicable policy framework and these policies are discussed in more detail in the 'Provincial Policy Review' Section.

County Planning staff have also been working on a Municipal Comprehensive Review/Five Year Review of the County Official Plan. In the fall of 2024, the County initiated a review of Rural Residential Growth (PD-2024-29 – 2024 Rural Residential Growth Analysis). Through this review, it was identified that there is a rural residential growth need of 600 residential units within the Township of Puslinch. Factoring in the existing vacant residential supply within the Township, the rural area land need for the Township resulted in a need of 250 residential units.

The proposed Official Plan amendment has been through the statutory public process and previously was in front of Township Council in 2022. The Township issued a resolution (No. 2022-344) dated

October 27, 2022 that supported the subject development and requested that the County of Wellington amend the Official Plan to permit a development of up to twenty-two (22) lots.

4. Studies Submitted:

In support of the subject application, the applicant has filed the following:

- Planning Justification Report prepared by Stovel and Associates Inc. (dated April 16, 2021 and June 2021) with draft Official Plan and Zoning By-law amendment by-laws
- Environmental Impact Study prepared by Rob Stovel and Associates Inc. (not dated)
- Functional Servicing and Stormwater Management Report prepared by Triton Engineering Services Limited (dated June 2021) and addendum letter dated August 16th, 2021
- Letter regarding Section 4.9.7 Paris and Galt Moraine Policy Area prepared by Groundwater Science Corp. (dated June 20, 2021)
- Traffic Impact Brief prepared by Triton Engineering Services Limited (dated June, 2021)
- Groundwater and Surface Water Monitoring Program Report prepared by Hydrogeology Consulting Services (not dated)

Through recent discussions with the applicant's planning consultant, it is understood that an Archaeological Assessment is being prepared for the subject lands; however, this studied has not been filed with the County. If the Official Plan amendment is approved, conditions requiring a final Archaeological Assessment can be addressed through the other *Planning Act* applications.

5. Public Meeting:

The Township of Puslinch held a statutory public meeting on May 25th, 2022. There were members of the public present at the meeting that provided comments, primarily in support, of the application. The public meeting report also included written comments received through the review process from the public. As part of the Council Meeting agenda, a copy of comments from the City of Guelph were also included.

Since the public meeting, the subject proposal has not significantly changed and the conceptual plan can be seen in Attachment 1.

6. Public and Agency Comments:

The Official Plan amendment application was circulated for review and comment to the prescribed agencies with comments summarized below:

- **Public Comments:** From two residents of the existing, abutting subdivision - Audrey Meadows Community Group dated September 21, 2021 and Michael & Cynthia Sindell received April 11th, 2022 – expressed concerns regarding the proposed development.
- **Grand River Conservation Authority (GRCA):** No objections to amendment applications. Majority of comments provided (dated February 24, 2022) are to be addressed as part of a future development application (i.e. draft plan of subdivision); the EIS addendum does not consider the most recent groundwater assessment, and it is expected that additional stormwater management and water balance details will be provided to demonstrate no adverse hydrological impacts within the wetlands or watercourses. Advisory comment – a minimum 30 m setback from all wetlands is supported and it is advised the lot lines be further adjusted to ensure lot lines are 30 m from the wetlands.

- **Canada Post:** Centralized mail delivery through a community mailbox is required.
- **Upper Grand District School Board:** No objections.
- **City of Guelph:** Provided a letter on May 18th, 2022 expressing an interest in additional time to review the development proposal, including on water quantity control as the subject lands are within the WHPA-Q for the Arkell Wellfield. No additional comments were provided; however, comments from the County's Source Water Protection staff are included below.
- **Source Water Protection:** The subject lands are located in a Significant Groundwater Recharge Area (SGRA) and a draft Wellhead Protection Area Q (WHPA-Q) with a significant risk level; however, the subject lands are not located within a Wellhead Protection Area for quality, an Issue Contributing Area (ICA) or a Highly Vulnerable Aquifer (HVA). A Section 59 Notice under the Clean Water Act is not required and transportation pathways have not been identified. Additional comments include – the need for a hydrogeological impact assessment and the incorporation of design measured to ensure recharge of the aquifer is maintained and is contamination free.

Township Specific Comments

- **Fire Department:** No concerns raised. Supplied the Fire Department's water supply connection requirements for water storage tanks and dry hydrants.
- **Township Hydrogeologist (Harden Environmental Services Inc.):** Preliminary comments related to: the need for a nitrate impact analysis; confirmation of adequate water supply (quantity and quality); water balance and water quality of infiltrated water; and impacts to Mill Creek.

Additional comments after a review of a nitrate impact analysis and water supply assessment letters was provided and concludes that with advanced treatment on septic systems, 22 lot subdivision is generally feasible and it does not appear that groundwater will be greatly impacted. Through the detailed design stage items such as test wells for water quantity; and details regarding storm water management, water balance, and ground water recharge are required to be addressed. Monitoring well program may also be required.

- **Township Ecologist (Natural Resource Solutions Inc.):** The addendum to the submitted Environmental Impact Study addressed numerous comments and recommendations. Additional comments noted, lots 9-16 are proposed to include portions of the woodland edge; however, a 10 m setback from the dripline has been proposed; a detailed tree management plan will be required as part of future development applications. Recommendations that are to be addressed in addition to the recommendations of the Environmental Impact Study – a detailed tree inventory of all trees and a tree management plan, including investigation of potential bat cavities; and that water balance analysis is required including update amphibian surveys for adjacent wetlands.
- **Township Engineer (GM BluePlan):** GM BluePlan issued revised comments that include engineering comments related to: (i) water servicing including additional information required regarding adequate water supply; (ii) wastewater servicing including additional analysis

regarding nitrate impacts and that evaluation of wells between the site and Mill Creek; (iii) acknowledgement that fire water was not discussed in the Functional Servicing Report, but can be reviewed at a later stage; (iv) generally no major concerns with storm water management approach; (v) roads and traffic – the Traffic Impact Study does not incorporate forecasting of future volumes on Victoria Road and the impacts of proposed developments (including the Clair-Maltby Secondary Plan Area) should be considered and sightline requirements are greater than required; and (vi) additional ground and surface water data from 2021 should be provided for review.

- **The Puslinch Planning Development Advisory Committee (PDAC):** This application was also presented on May 10th, 2021 to the Township’s Planning Development Advisory Committee (PDAC). The Committee supported the application in principle subject to the following: 1. Hydrogeological Study; 2. Traffic Study; 3. Consideration for rear lot buffering from adjacent development; and 4. Conformance with provincial legislation.
- **Township Council Resolution:** A resolution (No. 2022-344) from Township Council was provided on October 19th, 2022, that *supported* the proposed Official Plan Amendment and reads as follows:

“Whereas the Township will have limited land opportunities available for rural residential growth with the pending designation of Prime Agricultural Areas, Natural Heritage System and Greenbelt Expansion (which will take up 93% of Township lands); and

Whereas the Province is encouraging the construction of new homes as exemplified in its Bill 109, More Homes for Everyone Act, 2022

Be it resolved that the Township of Puslinch Council

(a) supports the proposed new Audrey Meadows development and

(b) requests the County of Wellington amend the Official Plan to recognize a site-specific provision for the subject lands to permit the development of up to 22 homes”

7. Provincial Policy Review:

Provincial Planning Statement (2024)

The subject lands are designated as ‘Secondary Agricultural’ in the County Official Plan as such are subject to the Rural Area (Section 2.5) and Rural Lands (Section 2.6) policies of the PPS. Within the Rural Areas, the PPS identifies that these areas should be supported by building upon the rural character and leveraging rural amenities and assets; accommodating an appropriate range and mix of housing in rural settlement areas including utilizing infrastructure and public service facilities effectively; and further directs that rural settlements shall be the focus of growth and development, and their vitality and regeneration shall be promoted. In addition, Section 2.5.3 further identifies that growth, and development may also be directed to rural lands in accordance with Section 2.6.

According to Section 2.6 Rural Lands, permitted uses include “residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services”. Section 2.6 further establishes that permitted uses may be considered provided that it can be supported by rural service levels; there is appropriate infrastructure and the proposal does not lead to uneconomical expansions of infrastructure; land use compatibility and compliance with minimum

distance separation formulae (MDS).

There are also additional provincial policies to consider that seek to provide policy direction regarding appropriate services for development, the protection of natural features, and protection of water quality and quantity, agriculture and cultural heritage.

In planning staff's opinion, the subject proposal is not a settlement area or a rural cluster and as such would not represent a settlement area expansion or a new settlement area. However, planning staff acknowledge that there are policies in the PPS (2024) that allow municipalities to consider appropriate, residential development on rural lands. The proposed amendment seeks to establish permissions in the County Official Plan that would support the expansion to an existing, rural residential development to facilitate the develop a further twenty-two (22) lot rural subdivision immediately abutting existing rural residential uses. In support the subject Official Plan Amendment, the applicant has submitted several studies which are listed in Section 4 of this report.

With respects to servicing and site conditions, the submitted Functional Servicing Report identifies that the site conditions are suitable to accommodate individual private servicing systems and that the proposed reduced lot sizes (0.3 ha where 0.4 ha is required in the Township's Zoning By-law) can be appropriately accommodated.

Due to the subject lands containing and being adjacent to natural heritage features, including Significant Woodlands and Provincially Significant Wetlands, the applicant has submitted an Environmental Impact Study (EIS). The EIS concludes that there will be no negative impacts subject to the implementation of mitigation measures which include a 15 m setback from the wetlands, a 5 m setback from the significant woodlands, the inclusion of ecological enhancements, the implementation of erosion and sediment controls and through education awareness. Through discussions with the Township's Ecologist, a 10 m setback from the significant woodlands will be required. It is further noted that the GRCA has also recommended a 30 m setback from the wetlands which is identified in the conceptual plan seen in Attachment 1.

The supporting Traffic Impact Brief reviewed the traffic generated based off a maximum number of lots (30 lots) and concluded that the proposal could be accommodated, that there were no significant adverse effects to Victoria Road South, that sightlines will be acceptable and ultimately there is no road improvements required.

The applicant has also assessed (through the submission of a Planning Justification Report) that the PPS requirements regarding land use compatibility and MDS are met as the planning consultant has concluded that the development is compatible with surrounding land uses, which includes an existing rural subdivision, and that there are no livestock facilities within the immediate area.

It is further noted that these studies have been reviewed by the Township's technical consultants and external agencies such as the Grand River Conservation Authority. These comments can be seen in Section 6 of this report. It is noted that several of the consultants and agencies acknowledge that additional details will be addressed at the detailed design stage of future *Planning Act* applications (i.e. Draft Plan of Subdivision).

Based on the nature of the proposal, which is to build off the existing rural character by expanding an existing, rural subdivision, the technical supporting studies, and the comments from the Township's

technical peer review consultants and the various agencies, the subject amendment adequately addresses the series of Provincial policies that are applicable to residential development on rural lands.

8. County of Wellington Official Plan:

Within the Official Plan, the subject lands are designated as ‘Secondary Agricultural’, ‘Core Greenlands’ and ‘Greenlands’. The site is also located within the Paris Galt Moraine Policy Area. The abutting rural subdivision (Audrey Meadows, Phase 1) is identified in the County Official Plan as being designated ‘Country Residential’. The subject proposal is being evaluated as an expansion to an existing, rural subdivision in the Country Residential Area.

In considering an amendment to the Official Plan to support the subject development, there are a number of policies to consider including but not limited to Section 4.7 *Urban Area Protection*; Part 5 *The Greenland Systems*; Section 4.9.7 *Paris and Galt Moraine Policy Area*; Section 4.10.1 *Mill Creek Watershed*; Part 6 *Rural System*, including Section 6.9 *Country Residential Areas*; and servicing policies including Section 11.2.3 *Servicing Options Assessment*, and Section 11.2.6. *Rural System Servicing*.

Urban Area Protection

The subject lands are located within approximately 600 m of the City’s urban boundary where a 1 km clear distinction between urban and rural area is required in the Official Plan. Through consideration of this amendment, planning staff have concluded that subject lands are bordered on two sides by a significant natural buffer, including to the immediate north of the proposed development, that provides a distinct and natural buffer between the City and the proposed expansion. Within the Township there are also two existing rural subdivisions that are within the 1 km protection area and this subject development would be in line with those developments. Based on the foregoing, planning staff are satisfied this proposal meets the intent of the protection policies and would not impede the efficient expansion of the urban area.

Greenland System

There is a large, natural complex of natural heritage features on and abutting the subject lands that consists of Significant Woodlands and Provincially Significant Wetlands. The development of the subject lands has been evaluated through a submitted Environmental Impact Study, which has been reviewed by the Township’s consulting ecologist and the GRCA. A 10 metres setback from the woodland dripline has been accepted by the respective consultants and agencies. The applicant also proposes to exclude the wetland features from the developable area. The wetland features are not proposed to be re-zoned, and the applicant has demonstrated that a suitable setback from the wetlands can be achieved.

Paris and Galt Moraine & Mill Creek

The intent of the County’s ground water policies related to the Paris and Galt Moraine and Mill Creek seek to ensure that development takes into consideration, maintains and where possible enhances or does not significantly alter the ground water levels within this sensitive area. The applicant has prepared an initial review of the potential impacts, which has been accepted by the Township’s consulting Hydrogeologist, and through detailed design review will address the more detailed technical comments raised by the Township’s consultant.

Rural System

The Country Residential Areas form part of the County’s Rural System. This designation identifies permitted uses as low density residential rural subdivisions on individual services and permits single

detached dwellings at low density, including additional residential units and garden suites. The Official Plan does not permit new Country Residential Areas; however, the subject proposal is being reviewed as a logical expansion to an existing Country Residential Area. Minimum Distance Separation has also been considered.

Servicing

Within the Rural System, it is expected that private, individual on-site services are anticipated where the soil conditions are suitable. The applicant proposes that future development will proceed based on private septic systems and wells for each lot and this servicing approach has been supported by the submitted Functional Servicing Report and initial Hydrogeological review.

Proposed Official Plan Amendment

The proposed Official Plan Amendment application, as submitted by the applicant, seeks to introduce a Special Policy Area to establish unique policies on a portion of the subject lands. The applicant's proposed text to be included within the Official Plan is as follows:

PA7-9 Audrey Meadows Limited

This policy area applies to the lands legally described as Part of Lots 17, 18 and 19, Concession 8, Township of Puslinch. Notwithstanding any provisions in this Plan to the contrary, these lands may be developed for residential dwellings. The dwellings shall be serviced by individual private water and wastewater services. Pursuant to Policy 6.4.7, this development is deemed to be residential infilling of an existing rural settlement. This development contributes to the fulfillment of the local municipality growth strategy. This development shall be implemented through a rezoning and plan of subdivision or plan of condominium.

Planning staff are recommending to extend the 'Country Residential' designation to a portion of the subject lands to reflect that this is an expansion to an existing, approved Country Residential Area. The staff proposed amendment also maintains all the existing, Core Greenland and Greenland designations. An excerpt can be seen in Attachment 2.

9. Township Zoning By-law Amendment:

The subject lands are currently zoned as Agriculture (A) Zone; Natural Environment (NE) Zone; and subject to the Environmental Protection Overlay. In addition to the subject Official Plan Amendment, a related Zoning By-law Amendment application (D14-AUD) is being processed by the Township. The related rezoning application seeks to rezone a portion of the site to introduce a new zone category and establish site specific provisions to align with the associated Official Plan Amendment and ultimately the future residential development.

If the Official Plan amendment is approved, the Township can proceed with rendering a decision on the related Zoning By-law Amendment.

10. Conclusion:

The technical comments provided from the various peer reviews highlighted the need for various additional assessments, but did not conclude that the subject development was not feasible for residential purposes on individual, private services. Many of the comments and recommendations raised will be addressed through the future submission of a Draft Plan of Subdivision application and may form

conditions of approval.

The expansion of the 'Country Residential' designation to include the subject lands would support Township Council's direction to provide rural housing, through the approval of this development, and will ultimately provide an opportunity to contribute to the Township's identified rural residential growth needs.

Planning staff are of the opinion that in certain circumstances and subject to criteria, that the Provincial Planning Statement (2024) may allow locally appropriate residential growth on rural lands, and as such the staff proposed amendment wording is consistent with the Provincial Planning Statement (2024), maintains the intent and purpose of the County Official Plan, and based on the location, including unique site layout, represents a logical, locally appropriate expansion to an existing Country Residential Area, that can be accommodated on rural services, and is compatible with surrounding land uses.

11. 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

12. Recommendation:

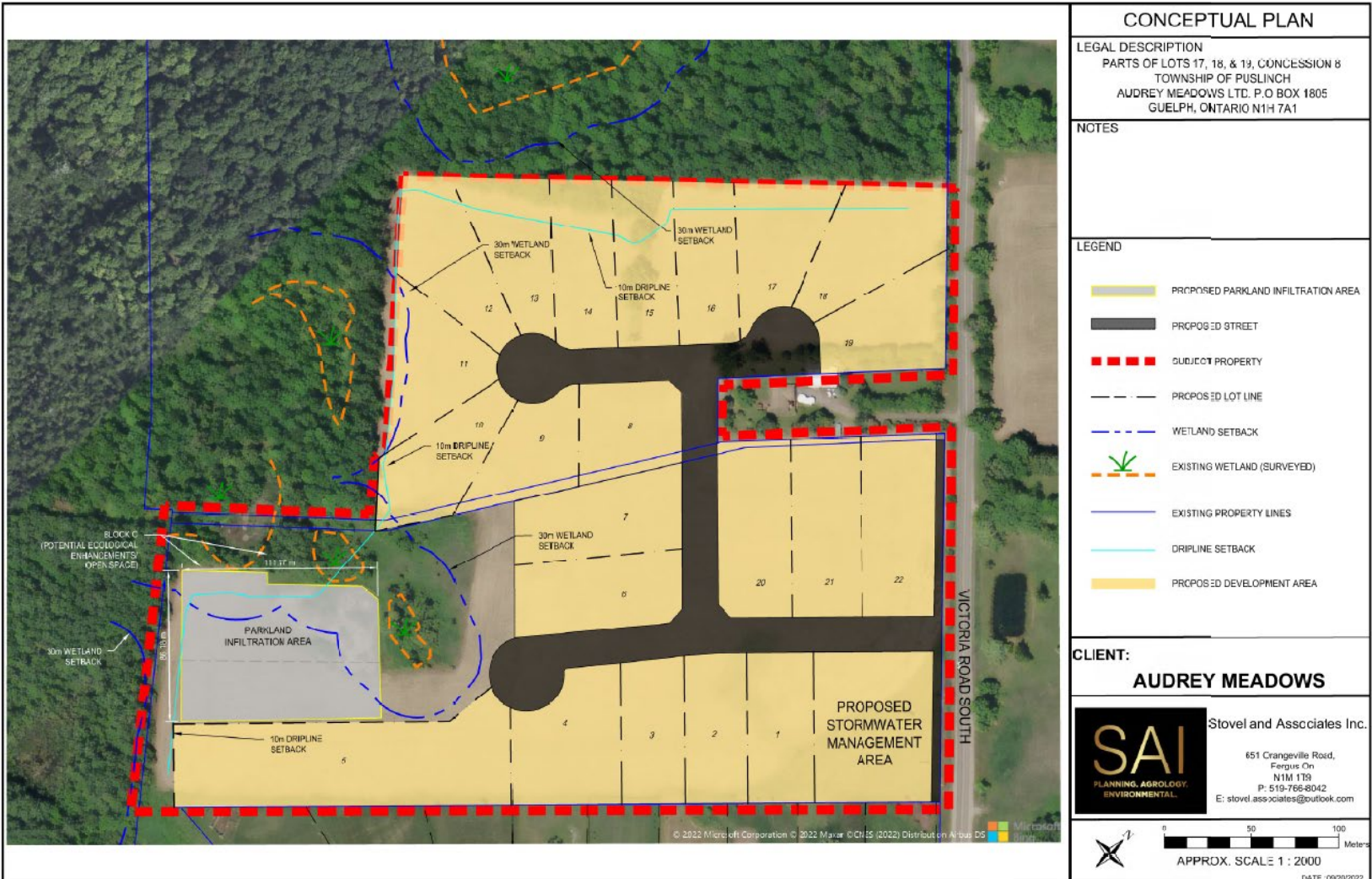
That a by-law adopting County of Wellington Official Plan Amendment No. 122 be approved.

Respectfully submitted,



Meagan Ferris, RPP MCIP
Manager of Planning and Environment

In consultation with/approved by:
Aldo Salis, Director – Planning and Development
Scott Wilson, Chief Administrative Officer



ATTACHMENT 2:

Excerpt from Planning Staff Proposed County Official Plan Amendment No. 122
File OP-2021-02

PART B - THE AMENDMENT

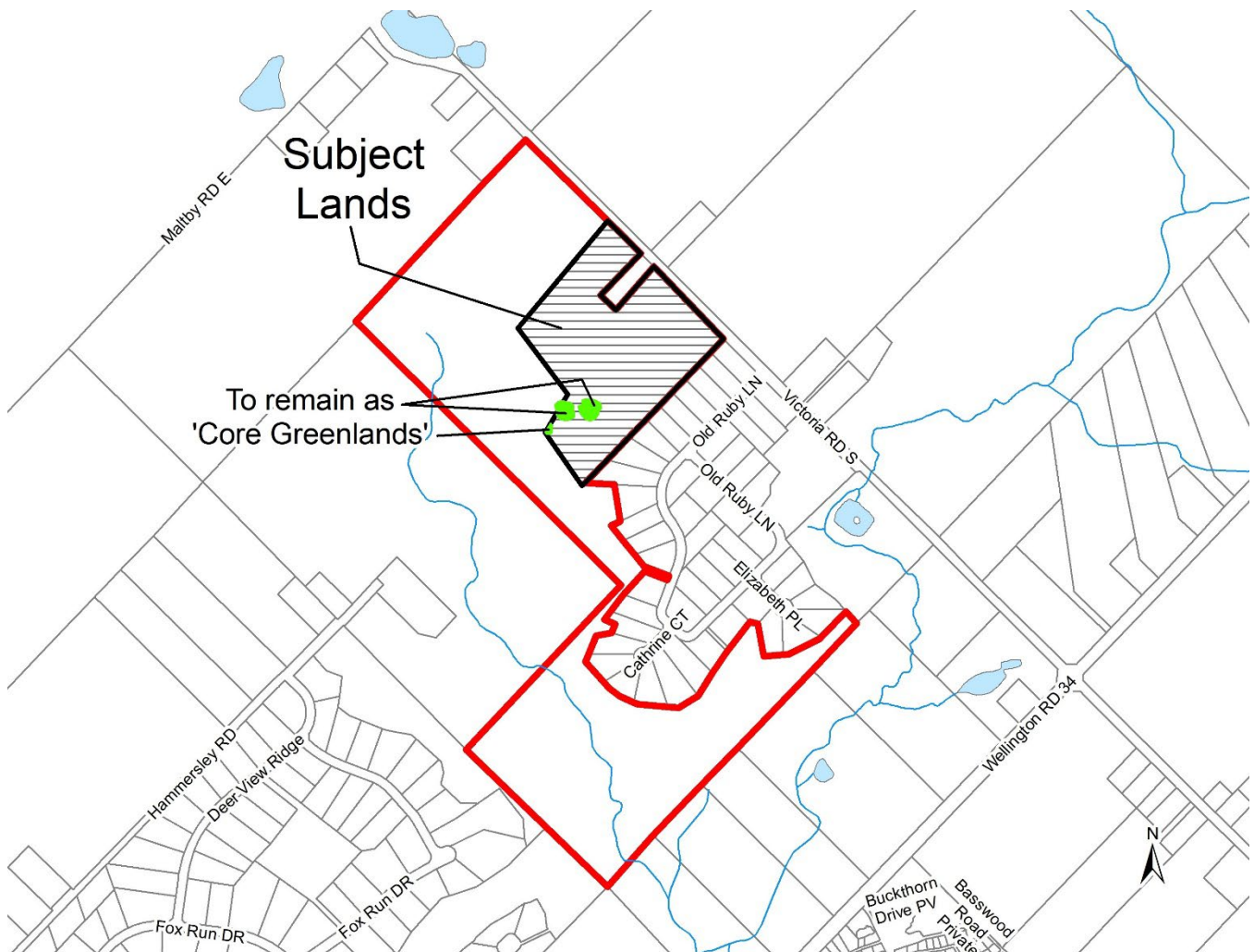
All of this part of the document entitled **Part B - The Amendment**, consisting of the following text and map constitutes Amendment No. 122 to the County of Wellington Official Plan.

DETAILS OF THE AMENDMENT

The Official Plan of the County of Wellington is hereby amended as follows:

1. THAT **Schedule B7 (PUSLINCH)** is amended by extending the abutting 'Country Residential' designation onto a portion of the subject lands identified as Part Lots 17, 18, and 19, Concession 8, in the Township of Puslinch as illustrated on the attached Schedule "A" of this amendment.

Amendment to Schedule B7 (Puslinch)





County of Wellington
Planning
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$317,300	\$0	\$0	0%	\$317,300
Municipal Recoveries	\$409,100	\$20,520	\$34,985	9%	\$374,115
User Fees and Charges	\$1,298,800	\$42,010	\$64,320	5%	\$1,234,480
Total Revenue	\$2,025,200	\$62,530	\$99,305	5%	\$1,925,895
Expenditures					
Salaries, Wages and Benefits	\$3,072,700	\$235,379	\$469,436	15%	\$2,603,264
Supplies, Material, Equipment	\$41,800	\$835	\$1,986	5%	\$39,814
Purchased Services	\$701,800	\$29,798	\$37,188	5%	\$664,612
Transfer Payments	\$878,500	\$0	\$0	0%	\$878,500
Insurance and Financial	\$57,500	\$4,360	\$7,587	13%	\$49,913
Internal Charges	\$21,600	\$246	\$1,348	6%	\$20,252
Total Expenditures	\$4,773,900	\$270,617	\$517,545	11%	\$4,256,355
NET OPERATING COST / (REVENUE)	\$2,748,700	\$208,087	\$418,240	15%	\$2,330,460
Debt and Transfers					
Transfer to Reserves	\$10,000	\$10,000	\$10,000	100%	\$0
Total Debt and Transfers	\$10,000	\$10,000	\$10,000	100%	\$0
NET COST (REVENUE)	\$2,758,700	\$218,087	\$428,240	16%	\$2,330,460



County of Wellington

05-March-2025

Planning

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Planning and Trails								
Economic Development Area Sty	\$280,000	\$0	\$0	\$14,861	\$14,861	5%	\$265,139	
Official Plan / MCR Update	\$825,000	\$52,218	\$52,218	\$519,559	\$571,777	69%	\$253,223	
Official Plan Rev/Update	\$460,000	\$0	\$0	\$0	\$0	0%	\$460,000	
Subtotal Planning and Trails	\$1,565,000	\$52,218	\$52,218	\$534,419	\$586,637	37%	\$978,363	
Climate Change Initiatives								
Adaptation Plan	\$280,000	\$0	\$0	\$57,749	\$57,749	21%	\$222,251	
Community EV Infrastructure	\$100,000	\$0	\$0	\$11,607	\$11,607	12%	\$88,393	
Corporate Building Audits	\$100,000	\$0	\$0	\$94,433	\$94,433	94%	\$5,567	
Corporate EV Infrastructure	\$70,000	\$0	\$0	\$0	\$0	0%	\$70,000	
County Facility Submetering	\$25,000	\$0	\$0	\$25,236	\$25,236	101%	-\$236	
Energy Management Software	\$75,000	\$0	\$0	\$68,567	\$68,567	91%	\$6,433	
Green Development Standards	\$100,000	\$0	\$0	\$80,013	\$80,013	80%	\$19,987	
Home Energy Retrofit Programme	\$310,000	\$0	\$0	\$232,977	\$232,977	75%	\$77,023	
Pathway to Net Zero - County C	\$150,000	\$0	\$0	\$0	\$0	0%	\$150,000	
Subtotal Climate Change Initiatives	\$1,210,000	\$0	\$0	\$570,583	\$570,583	47%	\$639,417	
Total Planning	\$2,775,000	\$52,218	\$52,218	\$1,105,002	\$1,157,220	42 %	\$1,617,780	



County of Wellington
Green Legacy
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Sales Revenue	\$7,000	\$890	\$1,085	15%	\$5,915
Other Revenue	\$2,000	\$0	\$200	10%	\$1,800
Total Revenue	\$9,000	\$890	\$1,285	14%	\$7,715
Expenditures					
Salaries, Wages and Benefits	\$781,300	\$44,809	\$88,285	11%	\$693,015
Supplies, Material, Equipment	\$106,300	\$4,597	\$10,580	10%	\$95,720
Purchased Services	\$75,600	\$2,756	\$4,280	6%	\$71,320
Insurance and Financial	\$33,700	\$1,087	\$18,709	56%	\$14,991
Minor Capital Expenses	\$12,000	\$0	\$0	0%	\$12,000
Internal Charges	\$28,000	\$2,653	\$3,576	13%	\$24,424
Total Expenditures	\$1,036,900	\$55,902	\$125,430	12%	\$911,470
NET OPERATING COST / (REVENUE)	\$1,027,900	\$55,012	\$124,146	12%	\$903,754
Debt and Transfers					
Transfers from Reserves	\$(12,000)	\$0	\$0	0%	\$(12,000)
Transfer to Reserves	\$90,000	\$90,000	\$90,000	100%	\$0
Total Debt and Transfers	\$78,000	\$90,000	\$90,000	115%	\$(12,000)
NET COST (REVENUE)	\$1,105,900	\$145,012	\$214,146	19%	\$891,754



County of Wellington

05-March-2025

Green Legacy

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Bradford Whitcombe PropRetrofi	\$50,000	\$0	\$0	\$14,070	\$14,070	28 %	\$35,930	
Green Legacy Pick up Replaceme	\$85,000	\$0	\$0	\$0	\$0	0 %	\$85,000	
Total Green Legacy	\$135,000	\$0	\$0	\$14,070	\$14,070	10 %	\$120,930	



County of Wellington
Emergency Management
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Expenditures					
Salaries, Wages and Benefits	\$506,100	\$32,926	\$63,988	13%	\$442,112
Supplies, Material, Equipment	\$21,800	\$582	\$1,215	6%	\$20,585
Purchased Services	\$238,900	\$109,430	\$137,595	58%	\$101,305
Transfer Payments	\$160,700	\$0	\$0	0%	\$160,700
Insurance and Financial	\$14,500	\$684	\$3,961	27%	\$10,539
Internal Charges	\$1,500	\$0	\$0	0%	\$1,500
Total Expenditures	\$943,500	\$143,622	\$206,759	22%	\$736,741
NET OPERATING COST / (REVENUE)	\$943,500	\$143,622	\$206,759	22%	\$736,741
Debt and Transfers					
Transfer to Reserves	\$30,000	\$30,000	\$30,000	100%	\$0
Total Debt and Transfers	\$30,000	\$30,000	\$30,000	100%	\$0
NET COST (REVENUE)	\$973,500	\$173,622	\$236,759	24%	\$736,741



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Planning Committee
From: Karen Chisholme, Climate Change and Sustainability Manager
Date: Thursday, March 13, 2025
Subject: 2025 Climate Change Work Plan

Background:

The Climate Change and Sustainability Division continues to implement the Future Focused climate change mitigation plan. The Division will focus on the following initiatives in 2025:

Community Initiatives

1. Big Move #1: Existing Buildings

The Home Energy Efficiency Transition (HEET) programme to support residential energy retrofits is moving into the implement phase. With Council's commitment of \$2.7 Million over four years, an application to Federation of Canadian Municipalities' (FCM) Green Municipal Fund (GMF) will be submitted in March 2025. Work will continue to acquire administrator services, establish processes, and draft agreements while the funding application is under review.

2. Big Move #2: New Buildings

Development of the Future-Ready Wellington Metrics continues. These Metrics aim to reduce greenhouse gas emissions from new development communities. The proposed implementation programme and final metrics are scheduled to be presented to Council in June 2025.

3. Big Move #3: Transportation

No focused work is scheduled for Transportation in 2025.

4. Big Move #4: Agriculture

The Climate Change and Sustainability Division continues to participate in the Ontario Living Lab project led by Ontario Soil and Crop Insurance Association. Of particular interest is farming activities that reduce or sequester greenhouse gas emissions and tools to measure the effectiveness of this activities.

5. Big Move #5: Solid Waste

No focused work is scheduled for Solid Waste in 2025.

Corporate Initiatives

1. Buildings

The Climate Change and Sustainability Division continues to support new buildings, renovations, and renewals in partnership with other County departments by providing advice, preliminary modeling, and data to inform decision-making.

In 2025, a funding application will be submitted to FCM GMF to support the development of pathway to net zero plans for several County administrative and social housing buildings. These plans will consider building conditions, asset lifecycles, greenhouse gas reduction and energy efficiency potential, and cost.

2. Transportation

Implementation of the Green Fleet Pilot continues with the installation of electric vehicle (EV) chargers at the Administration Centre in Guelph and the two Tree Nurseries. Agreements with Upper Grand District School Board and Grand River Conservation Authority will be initiated in Q2 to support installation of an EV charger at the Northern Nursery.

3. Solid Waste

No focused work is scheduled for Solid Waste in 2025.

4. Cross-sectoral Initiatives

Adaptation Plan - A funding application has been submitted to FCM to support the development of a community and corporate adaptation plan. This plan will provide recommendations to avoid, mitigate, and prepare for impacts of climate change. The scope of work for this initiative is dependent on the outcome of the funding application.

Conservation and Demand Management Plan – Annual reporting of corporate energy consumptions is due July 1, 2025 to the Province. Compiling, verifying, and quality controlling energy consumption data is ongoing.

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 the 2025 Climate Change Work Plan be received for information.

Respectfully submitted,



Karen Chisholme
Climate Change and Sustainability Manager

In consultation with/approved by:
Aldo Salis, Director Planning and Development
Scott Wilson, Chief Administrative Officer



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Planning Committee
From: Zach Prince, Senior Planner
Date: Thursday, March 13, 2025
Subject: Trails 2025 Work Plan

Purpose:

This report highlights the proposed trails work plan expenditures for 2025 and provides an update on some of work staff and our trail stewards are pursuing this year.

2025 Work Plan:

Maintenance

PRELIMINARY ESTIMATE: \$22,400

The County maintains a combined distance of approximately 12.5 km trails including the Kissing Bridge Trailway (KBT), Trestle Bridge Trail, and the Cottontail Road Trail (see County Trails Location Map attached). The budgeted maintenance includes trail mowing/trimming three times a season, including around benches and barrier gates at road crossings.

The maintenance budget also includes accessibility improvements to the trails. Planning staff have received positive feedback regarding the new gates installed on the Trestle Bridge Trail and will be looking to assist the Elora Cataract Trailway and Kissing Bridge Trailway with installing new gates where appropriate and budget allows.

Trail Promotion

PRELIMINARY ESTIMATE: \$10,000

The County Trail Guide (Wellington Walks) was updated and re-released in 2020. There continues to be high demand from the public for the Trail Guide. At this time, the Guides are available at the County Libraries and the Administration Centre, but copies can be distributed elsewhere upon request. A digital copy of the Guide is available on the County's website. Due to rising costs associated with printing hardcopies of the Guide, planning staff will review best practices related to promoting trails and active transportation within the County and therefore may print fewer Guides or less often.

Staff have consulted with the GRCA regarding promoting lands that adjoin other County properties. The direction provided from the GRCA is to continue to promote their publicly accessible conservation lands and areas rather than less monitored forest tracts. Planning staff are reviewing additional options to add new trails to the Wellington Walks Trail Guide.

The County's website was recently updated with County trail information found within the County's Signature Cycling Routes and County Forest Tracts. GIS staff are utilizing an updated version of ArcGIS which has resulted in a new base map and changes to the Wellington Walks Trail Guide.

Centre Wellington Active Transportation and Mobility Plan (ATMP)

Staff are involved with the Technical Advisory Committee for the Centre Wellington Active Transportation and Mobility Plan, currently underway. This plan will include major trails owned by the County and may include recommendations that were not contemplated in the County's 2012 Active Transportation Plan. The plan involves the County's Roads department and County properties as points of interest and destinations which may result in recommendations for future roads/trails projects in the Township.

Trails and Active Transportation Feedback

Planning staff are completing a questionnaire to gather input and opinions from the public on trails maintained by the County. We hope this work could tie in with the survey being completed for County's Forest Tracts. Staff continue to collaborate with other County departments and partner our efforts regarding trail promotion and trail development.

Kissing Bridge Trail

Updated Terms of Reference

The Kissing Bridge Trailway Advisory Board has been in discussions with the snowmobile groups utilizing the trailway which require new stewardship agreements and/or a new Terms of Reference. Staff will update the committee as these discussions progress.

Conestoga River Bridge (Wallenstein)

The Region of Waterloo and members of the public have been actively pursuing the possible construction of a bridge over the Conestoga River. Staff will continue to work with the Region, County Roads, and public stakeholders regarding the design and construction of this bridge as it relates to the Kissing Bridge Trail and County Road 86. Further, the Region has indicated the possibility of entering into an agreement with the County relating to potential costs and there is the potential for the lease with the Province to be renewed as a condition of possible funding for the bridge. Staff will inform the Committee as this project moves forward.

Steward Group Work Plans

The Guelph Hiking Trail Club (GHTC) continues to be a major Steward Group within the County. These volunteers are critical to overall maintenance of our sections of the Kissing Bridge Trailway (KBT). In co-operation with the City of Guelph, the GHTC has engaged with County staff regarding the possibility to extend an off-road multi-use trail into the City of Guelph. This connection involves multiple stakeholders, including the County. Since 2024, the GHTC has been working with the City to lead the design/feasibility of this project. Discussions regarding this connection to the City's existing trails continues.

Guelph to Goderich Rail Trail (G2G)

The G2G continues to advocate on behalf of the Kissing Bridge Trailway for higher level funding for improvements to the entire trail including resurfacing, tree removal, signage, gates, etc. Additionally, a priority is for an off-road connection from the end of the KBT (WCR 39) into the City of Guelph.

Neighbourwoods (Trestle Bridge Trail)

The above group is a relatively new working group with the County trails. Neighbourwoods completed buckthorn removals along the Trestle Bridge Trail and tree planting in 2023 and 2024. Staff will continue to assist this group with invasive species removals and replanting as required.

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 the Trails 2025 Work Plan be received for information

Respectfully submitted,



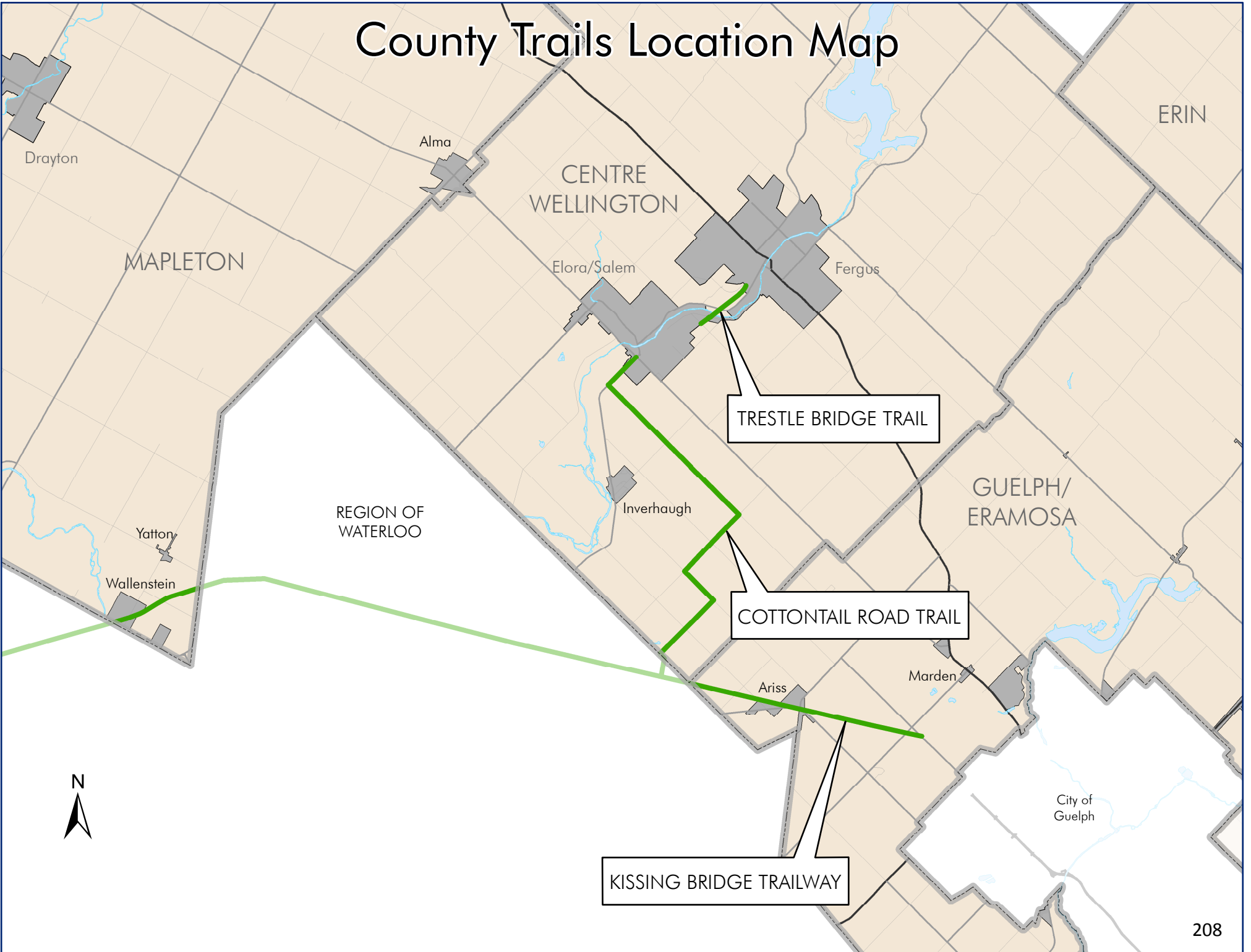
Zach Prince
Senior Planner

In consultation with/approved by:

Aldo Salis, Director of Planning and Development
Scott Wilson, Chief Administrative Officer

Attachment: County Trails Location Map

County Trails Location Map





Corporation of the County of Wellington

Planning Committee

Official Plan Amendment No. 126

Urban Boundary Expansions

Minutes

March 13, 2025
Council Chambers

Present: Warden Chris White
Councillor James Seeley (Chair)
Councillor Gregg Davidson
Councillor Michael Dehn
Councillor Shawn Watters

Also Present: Councillor Diane Ballantyne
Councillor Matthew Bulmer

Staff: Kim Courts, Deputy Clerk
Meagan Ferris, Manager of Planning and Environment
Thomas Freeman, Planner
Jameson Pickard, Senior Policy Planner
Aldo Salis, Director, Planning and Development
Sarah Wilhelm, Manager of Policy Planning
Scott Wilson, CAO

Members of the Public: There were 32 members of the public who attended the meeting. Staff have recorded their names in the project file as part of the public record.

1. Call to Order

Chair Seeley welcomed everyone and called the meeting to order at 10:32 am.

2. Opening of Meeting

Chair Seeley declared that this public meeting is related to Official Plan Amendment 126 which is a public meeting to deal with updating the County Official Plan as required under Section 26 of the Planning Act.

This public meeting is being hosted by the County Planning Committee on behalf of County Council.

The Chair reminded members of the public in attendance to sign the attendance sheet and that the meeting is being recorded for note taking purposes.

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

4. OPA 126

4.1 Purpose of Meeting

Chair Seeley announced that the purpose of the meeting is to present information and receive public input regarding proposed amendment 126 to the County of Wellington Official Plan as part of the County's Official Plan Review.

4.2 Statement Read

Chair Seeley stated that the meeting is to provide information, comments and input for Planning Committee and Council. County Council has not taken a position on the matter; County Council's decision will come after full consideration of input from the meeting, submissions from the public and comments from agencies.

If you wish to be notified of the decision of the Corporation of the County of Wellington in respect of the adoption of the proposed Official Plan Amendment, you must make a written request to the Director, Planning and Development Department, County of Wellington, 74 Woolwich Street, Guelph, Ontario, N1H 3T9.

Official Plan Amendment 126 requires approval from the Minister of Municipal Affairs and Housing. Pursuant to Section 17(36.4) of the Planning Act there is no appeal in respect of a decision of the approval authority if the approval authority is the Minister.

4.3 OPA 126 Staff Presentation

Chair Seeley invited Sarah Wilhelm, Manager of Policy Planning to make a presentation about the proposed amendment. Ms. Wilhelm's presentation covered the following areas: ([Link to OPA 126](#))

1. Official Plan Review Context
2. Overview of OPA 126
 - County-wide Changes
 - Centre Wellington Changes
 - Greenbelt Area Changes
3. Consultation to Date
4. Next Steps

4.4 Public Input

Chair Seeley invited those who wish to speak to address the Committee and note that all comments and questions should be put to the Chair. Speakers should give their name and address for the record. Personal opinions and comments made by the public attending this meeting may be collected and recorded in the meeting minutes.

As per the County's Procedural By-law there is a 10-minute maximum for all oral delegations.

Marcus Gagliardi of Cachet Homes stated that the County should complete a new review of the land needs assessment as the County's land needs assessment was not based on the Ministry of Finance projections. Mr. Gagliardi indicated that their work demonstrates a 351 ha land need. He also indicated that the Community Planning Study Area should be retained in the Official Plan and that future expansion should be directed to it.

Mike Cormier, a Township of Puslinch resident, inquired about the timing of the review of the rural residential severance policy for the secondary agricultural area.

Chair Seeley clarified the severance date is under review and that Mr. Cormier may contact staff to be informed of the Phase 3B rural growth review.

Fern DeAngelis of Guelph asked why certain areas in Centre Wellington were selected for urban expansion and other areas were not. Ms. DeAngelis expressed support for inclusion of a property within the Community Planning Study Area that she jointly owns as it would be more of a rounding out than the outward growth of OPA 126.

Staff member Sarah Wilhelm provided a response about the Township's process for selecting expansions sites.

Dr. Wevers, a Town of Erin resident, raised concerns about how long the process has taken to get to the review of rural growth. Dr. Wevers said she understood that the Secondary Agricultural severance date would be reviewed every five years. She wants more background about how the 2005 cutoff date was arrived at. Dr. Wevers also commented about the fundamental differences between agricultural areas across the County and southern parts of the County that can accommodate more severances.

Chair Seeley stated that Provincial changes have delayed the Official Plan Review and the County had to prioritize Phase 3A urban growth because that delivers more housing. Chair Seeley also indicated that Phase 3B addressing rural growth will follow and that staff are in the process of completing that work.

Chair Seeley advised that staff would respond directly to Dr. Wevers about her question of the origin of the severance limitation date of March 1, 2005.

Emily Elliott of MHBC, spoke on behalf of her clients regarding 795 Anderson Street in Centre Wellington. She asked the County to reconsider adding the lands to the urban boundary. Ms. Elliott indicated that her client's property met the expansion criteria used by the County and Township and represents logical and orderly development that is adjacent to the existing urban boundary.

Edward John of Landwise, spoke on behalf of Tribute Communities regarding 6704 Beatty Line N, 6684-6688 Beatty Line N and 7692 Sideroad 15 in the Township of Centre Wellington. Mr. John advised that at one time the lands were part of the urban area but were subsequently removed from the urban area by the Province. He explained that the new planning framework requires the County to use the Ministry of Finance projection numbers as the basis for growth forecasting. Based on their land needs assessment, the County-wide land need is 611 ha which is 442 ha short of what is required to accommodate growth. He concluded that OPA 126 is premature until the land needs assessment and technical work can be revised.

Pierre Chauvin of MHBC, spoke on behalf of Skyway Estates Limited regarding 6686 Irvine Street in Centre Wellington. Mr. Chauvin provided maps and information to the Committee outlining a scoped proposal to add a 4.4 ha parcel to Elora/Salem to create approximately 14 new estate residential lots. He considers this a rounding out of the existing Wissler Ridge condominium development.

5. Closing of Meeting

Chair Seeley asked if there were any further questions or comments and seeing none, declared the Public meeting for OPA 126 adjourned at 11:40 am and the meeting closed.

James Seeley
Chair
Planning Committee



Corporation of the County of Wellington

Economic Development Committee

Minutes

March 18, 2025

County Administration Centre

Guthrie Room

Present: Warden Chris White
Councillor Jeff Duncan (Chair)
Councillor Doug Breen
Councillor Steve O'Neill
Councillor Dave Turton

Also Present: Councillor Diane Ballantyne
Councillor Matthew Bulmer
Councillor Campbell Cork

Staff: Jennifer Adams, County Clerk
Jana Burns, Administrator, Wellington Place
Justine Dainard, Smart Cities Project Manager
Ken DeHart, County Treasurer
Christina Mann, Manager, Economic Development
Scott Wilson, CAO

1. Call to Order

At 10:00 am, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Economic Development Financial Statements as of February 28, 2025

1/3/25

Moved by: Councillor O'Neill

Seconded by: Councillor Breen

That the Financial Statements as of February 28, 2025 for Economic Development be approved.

Carried

4. Economic Development Report - March 2025

2/3/25

Moved by: Councillor Turton

Seconded by: Councillor Breen

That the Economic Development Committee approve the March Economic Development Report.

Carried

5. BR+E Municipal Implementation Fund Report

3/3/25

Moved by: Warden White

Seconded by: Councillor O'Neill

That the Economic Development Committee approve the 2025 BR+E Municipal Implementation Fund for the Town of Minto and the Township of Centre Wellington.

Carried

6. Smart Cities Office Report - March 2025

4/3/25

Moved by: Councillor Turton

Seconded by: Councillor O'Neill

That the Economic Development Committee approve the Smart Cities Office – March 2025 Report.

Carried

7. Adjournment

At 11:02 am, the Chair adjourned the meeting until April 15, 2025 or at the call of the Chair.

Jeff Duncan
Chair
Economic Development Committee



Committee Report

To: Chair and Members of the Economic Development Committee
From: Christina Mann, Manager of Economic Development
Date: Tuesday, March 18, 2025
Subject: Economic Development Report – March 2025

Background:

Business Retention and Expansion (BR+E)

County staff participated in the Town of Erin’s Business Breakfast to provide an overview of the County’s Community Improvement Funding and present findings from the BR+E interviews completed in downtown Erin and Hillsburgh this winter. The full presentation is attached herein. The Town’s Economic Development Officer provided an overview of next steps, including the following, which will be supported by the County’s Economic Development team:

Town of Erin Initiatives

- **CIP Update:** The Town of Erin’s Community Improvement Plan (CIP) requires an update to include sustainability and green infrastructure elements aligned with County goals, and new marketing supports. County staff connected Town staff with a consultant and will continue providing support.
- **Workforce and Talent Attraction:** Workforce gaps were identified through business visitation surveys. Staff will collaborate with Town staff to connect local employers with resources like the Workforce Planning Board, employment agencies, and job boards to improve reach.
- **Broadband Speed Test:** Internet connectivity challenges were noted in the surveys, though inconsistently across the downtowns. Staff will encourage businesses to conduct speed tests to identify specific gaps.
- **County BR+E Fund:** The Town will leverage the BR+E Fund to market the downtown area and promote local shopping.
- **Taste Real and Experience Wellington:** Staff will actively engage with Erin businesses to increase participation in the Taste Real programme and feature visitor-focused businesses through the Experience Wellington marketing initiatives, further enhancing the Town’s appeal as a destination.

Tariff Response

The threat and implementation of tariffs are disrupting trade and supply chains on both sides of the border. The Canadian and U.S. economies are intricately linked with approximately 75% of Canadian exports going to the United States. Export-heavy sectors will be severely impacted, especially the manufacturing and agrifood sector, which employs over 22% of workers in Wellington County. A survey conducted by Canadian Manufacturers & Exporters (CM&E) in December found that about half of the manufacturers surveyed may implement hiring freezes or layoffs if



tariffs proceed. Longer-term impacts could include postponed investments and relocation of production to the U.S. to avoid future tariffs and trade uncertainties.

In a trade war, the cost of living is expected to rise, leading to higher prices for everyday essentials like groceries. As a result, food banks and emergency food access groups are bracing for increased demand and taking steps to prepare.

Staff are closely monitoring the evolving situation and have taken the following steps:

1. **Gathering Information:** Staff are working closely with the Western Wardens Caucus, Economic Development groups and industry associations to stay informed of the latest developments and supports. The team facilitates weekly tariff meetings with member municipalities, and local business support agencies review feedback received from local businesses to identify the best ways of supporting them, strategizing next steps.
2. **Communicating with businesses:** Staff have developed a dedicated [tariffs support page](#) for businesses on the County's website relaying up-to-date information, business resources, and funding opportunities. As of March 7, the County's Tariff Support Webpage received 315 visits, the special bulletin was opened 412 times, and the social media post reached 4,880 unique individuals. While businesses appreciate hearing from their municipality, they also conveyed that their resources are occupied dealing with the impacts and ever-changing environment the tariffs are bringing. Therefore, as staff sit on the Economic Development Committee of the Western Ontario Wardens' Caucus (WOWC), staff are releasing the WOWC business impact survey that spans 15 counties across Southwestern Ontario.
3. **Buy Local Promotion:** Leveraging the strong sentiment to buy Canadian, staff are promoting local businesses and made in Wellington County products through the County's Business Directory (over 4,200 businesses are listed) and Taste Real and Experience Wellington programmes.

Tourism and Taste Real

Farmers' Markets

On February 19, staff met with Wellington County and Guelph farmers' markets to discuss collaborative initiatives for the season. The group agreed to continue the Taste Real Farmers' Market Trail Passport, the Farmers' Market Box initiative, and Food Day Canada promotions for 2025. Staff will continue supporting market vendors and local farmers through the Taste Real programme and facilitating regular group meetings.

Seasonal Campaigns

With the shift in season, winter marketing campaigns are drawing to a close. The **Winter Adventures Campaign** encouraged residents to explore the County's destinations and businesses offering winter experiences. The content resonated well with online audiences, with the website seeing over 2300 views over the duration of the campaign. The campaign garnered impressive results on social media with a reach of over 172,000 and 1,865 engagements across Facebook and Instagram. The Winter Adventures Map was also featured in CBC Radio's 'Kate's Five Fun Things to Do in and Around Waterloo Region' which further increased web traffic.

Also wrapping up is the **Taste Real in Winter** campaign promoting locally grown food and the hospitality industry during traditionally slower months. New this year was a contest to win gift certificates to local restaurants, resulting in 74 entries.

Leveraging the renewed interest in staycations and Canadians looking locally for outings, staff will continue to showcase seasonally appropriate experiences. For the month of March, Taste Real's marketing efforts are shifting to [Maple Syrup](#) experiences and encouraging sign-ups for [Community Supported Agriculture \(CSA\) Farm Share](#) programmes to support local farmers.

Media Workshop

In partnership with Guelph Tourism, Destination Marketing Guelph, Elora and Fergus Tourism, and the Regional Tourism Organization 4 (RTO4), staff are organizing “Pitch and Publish – A Media Networking Event” scheduled for April 7 at the Wellington County Museum and Archives. The workshop is open to tourism professionals and operators from across Wellington County and Guelph, as well as interested media experts (local, regional, provincial, national). The event will include targeted workshops, panel discussions, and hands-on sessions and aims to foster relationships between media professionals and tourism operators, promote cross-sector and regional collaboration among tourism operators, and enhance operators’ media engagement skills.



Monday, April 7



Pitch and Publish - A Media Networking Event

Pitch and Publish - A Networking Event designed to bring tourism operators and various media together to network and learn.

Workforce Development

2025 Trade Tracks Event

Staff are providing support to the organizing committee for the second Trade Track Skilled Trades showcase, scheduled for April 25 and 26 at the Centre Wellington Community Sportsplex. The County will be represented at the event by the Roads Division and HR team to promote career opportunities at the County of Wellington.

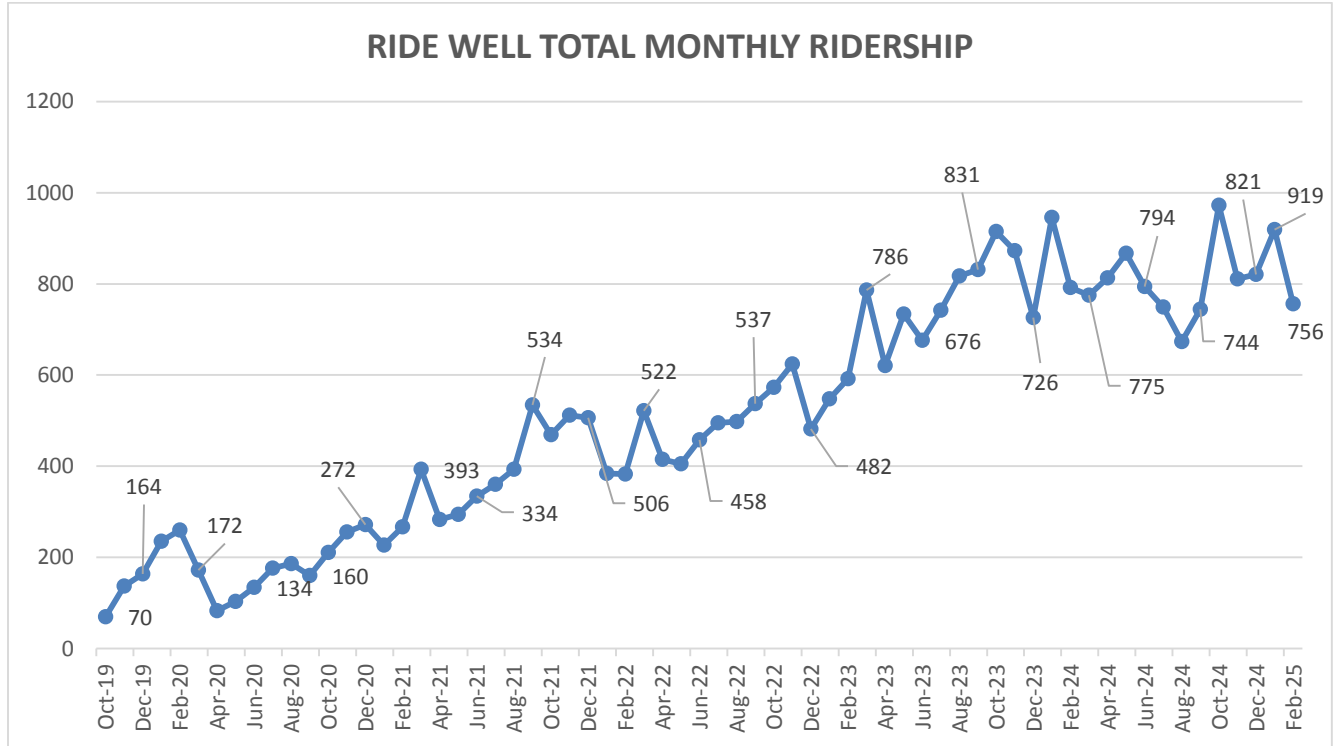
Job Search Resources Event(s): Finding Your Next Job

The Job Search Resources events in Rockwood and Palmerston saw 42 registrations but ultimately had to be cancelled due to inclement weather. Staff rescheduled the Palmerston event for February 26 and adapted the format to a smaller, focused group discussion, providing participants with personalized one-on-one support and guidance. Staff are considering holding future iterations of this in light of

potential layoffs driven by tariff impacts. In anticipation of job losses as a result of tariff, we believe these sessions will be more beneficial then and directly ties in with the Economic Development goals of supporting workforce retention and employment stability.

Ride Well

Ride Well completed 756 rides in February, a decrease from the 919 rides in January. The following table shows the total monthly ridership since the service launched in October 2019:



The decline is attributed to three fewer operating days and three days of inclement weather, leading to delays and cancellations. Staff ensured timely communication with customers to avoid stranded passengers.

The following key performance metrics have been updated to include February:

	December 2024	January 2025	February 2025
Rides	821	919	756
Accessible Trips	1	3	3
Passengers	865	971	809
Ride Well Unique users	140	146	131
CRC Unique Users	0	0	2
The Grove Unique Users (est)	17	11	10
New users	12	13	16
Average rides per user	5.9	6.3	5.8
Average rides per day	41.1	41.8	39.8
Shared Ride Rate	26%	26%	24%
New accounts registered	84	66	59

- Gas Tax Funding: Staff are awaiting the release of this year’s Provincial Gas Tax programme, expected at the end of the writ period later this month.
- RideCo Contract: Negotiations with RideCo for a new contract are ongoing. The updated contract will include the implementation of an accessible vehicle, increasing availability and

potentially enhancing long-distance service. The contract will be signed by the end of the month for one additional year.

- Guelph Owen Sound Transit (GOST): Staff continue to engage with Owen Sound and Grey County to align services and better integrate Ride Well and GOST along the Highway 6 corridor. The two services work best together, with Ride Well performing well locally and GOST servicing long-distance trips down Highway 6 more effectively.
- Ride Well continues to conduct rides for community organization. In February, three rides were completed for the CRC and 30 for The Grove Youth Hub.

Other:

- Staff contributed content to the County's 2024 Budget Book.
- Staff attended the Centre Wellington Active Living and Retirement Show on February 28.

Enquiries

The division received 69 enquiries from February 8 to March 7, including: Ride Well (34), Business Directory (10), Events Calendar (7), General (4), Brochures (2), Event Support (2), Business Support (1), Cycling (1), Newsletter (1), BR+E (1), Experience Wellington (1), Farmers' Markets (1), Housing (1), Spring Rural Romp (1), Taste Real (1), and Website (1).

Newsletters

In Business News newsletter was sent February 25, and a special Tariffs bulletin was sent March 7.

Attachments:

- Erin BR+E Presentation
- Economic Development Group Meeting Minutes – March 2025

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 the Economic Development Committee approve the March Economic Development Report.

Respectfully submitted,



Christina Mann
Manager of Economic Development

In consultation with/approved by:

Jana Burns, Wellington Place Administrator
Scott Wilson, Chief Administrative Officer

Town of Erin

Downtown Erin and Hillsburgh Visitation Project



Purpose of Business Visitation Project



1. Identifying the needs, concerns, and opportunities of existing local businesses.



2. Understanding future plans of downtown businesses regarding expansion, relocation, or retention and assessing where assistance can be provided.



3. Establishing effective communication channels with local businesses.



4. Introducing the County's Economic Development Division as a resource to support your business, projects, and future growth.



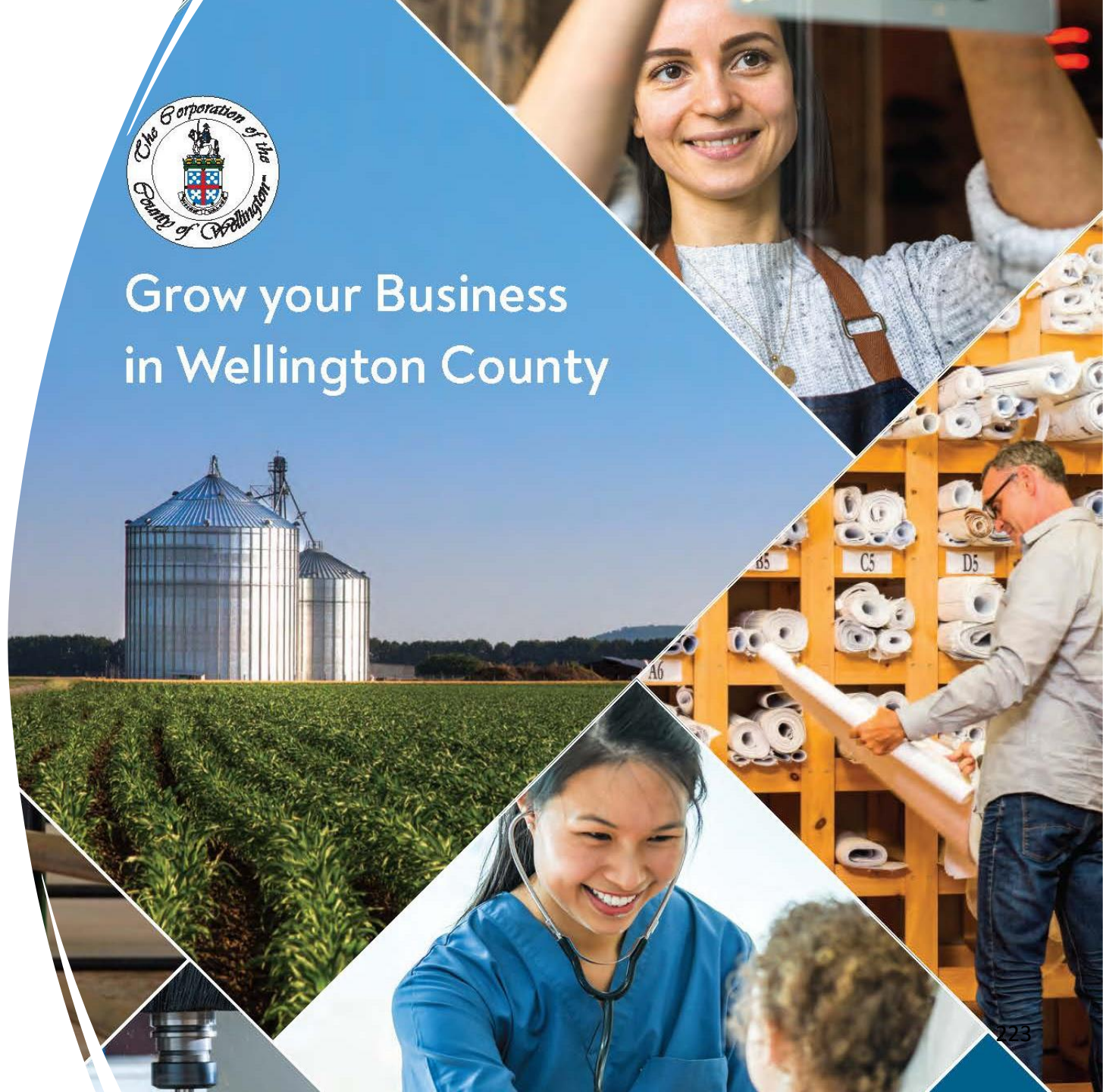
5. Understanding goals and interests related to downtown revitalization efforts.

Business Visitation Project

- 20 businesses interviews
- Businesses resource materials and brochures distributed
- Specific follow up with businesses
- Feedback has been analyzed and summarized to maintain anonymity
- All businesses invited to Business Brunch

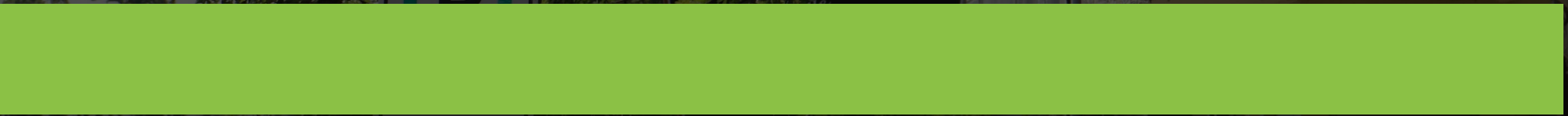


Grow your Business
in Wellington County

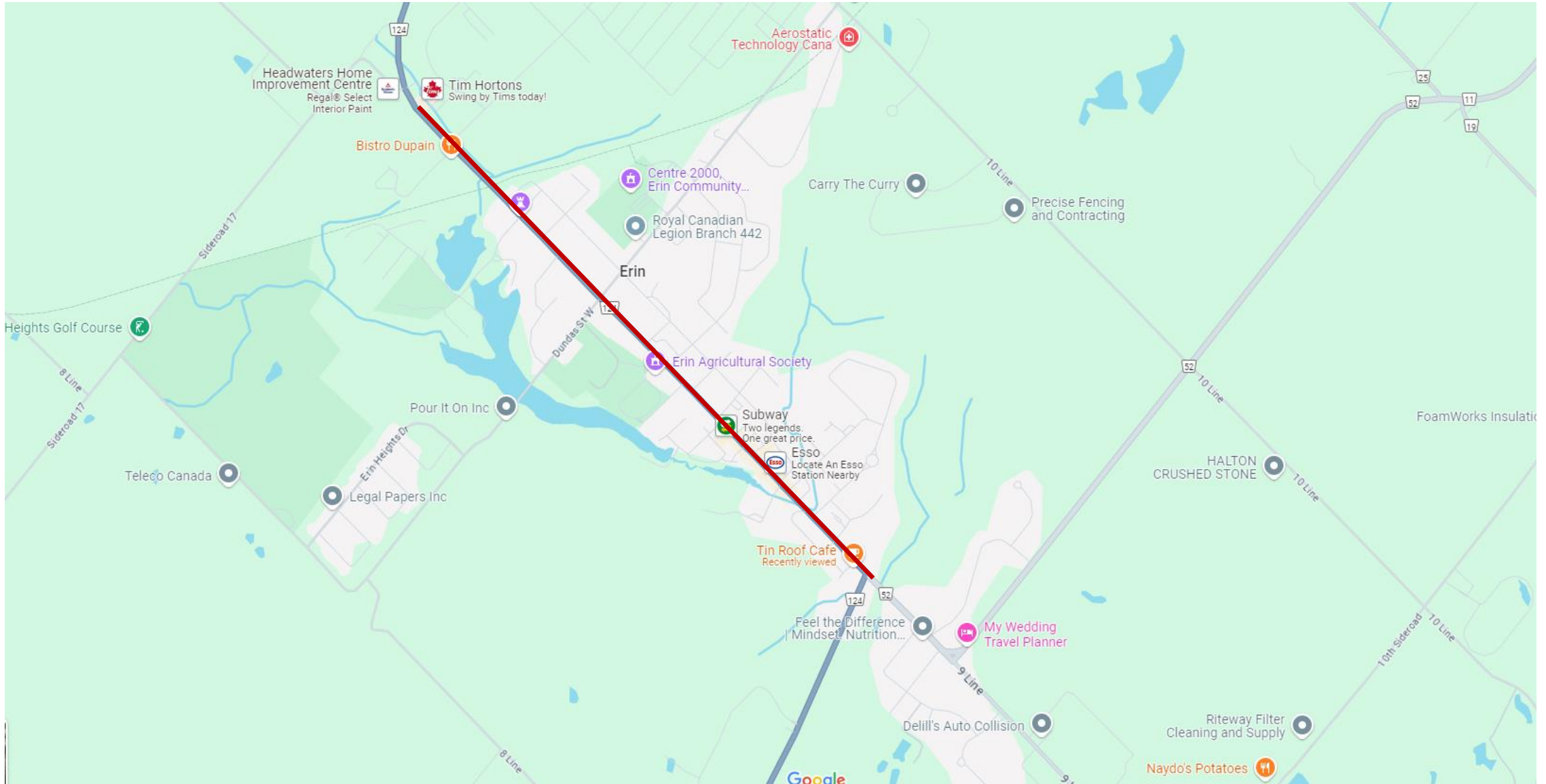




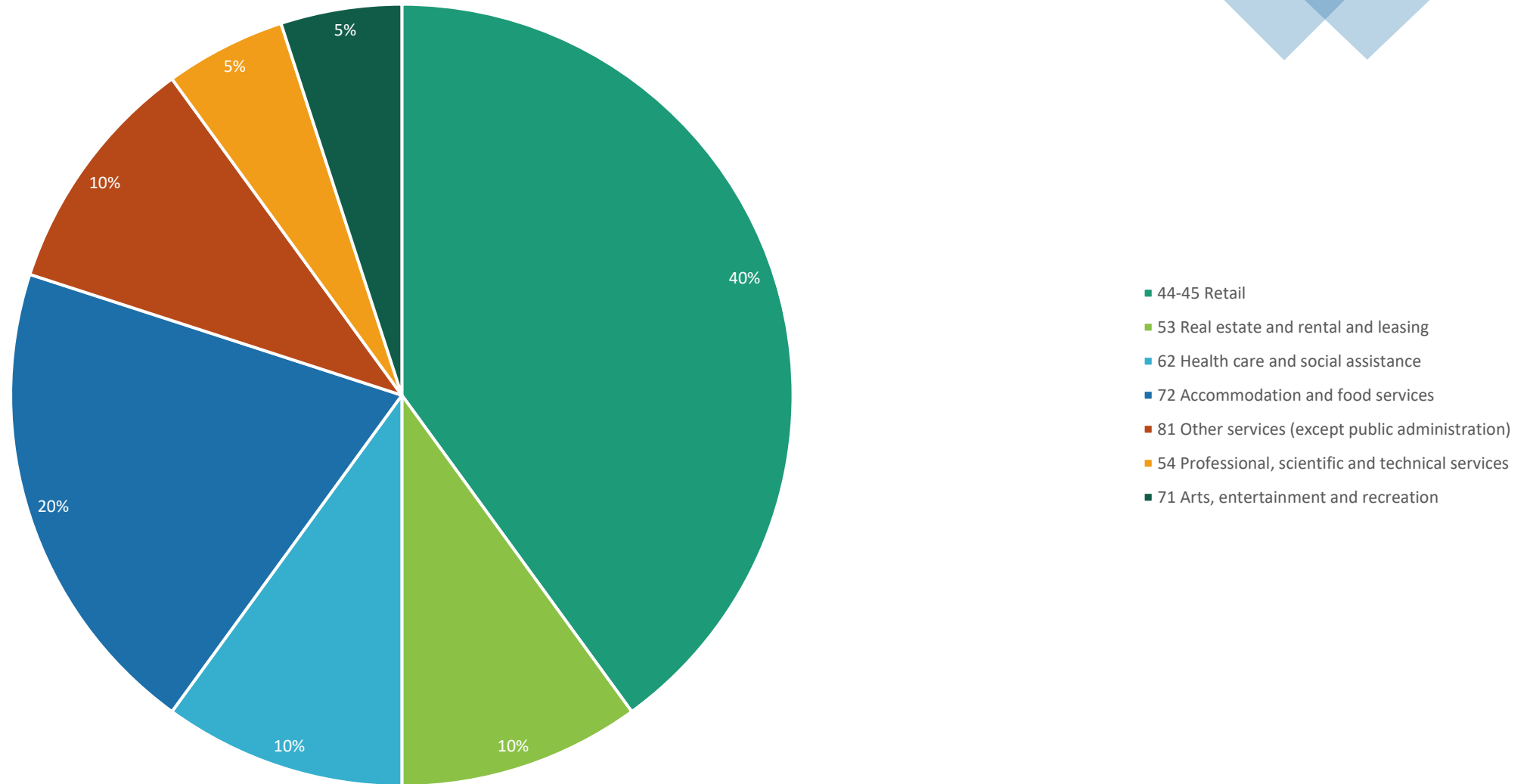
Business Interview Results



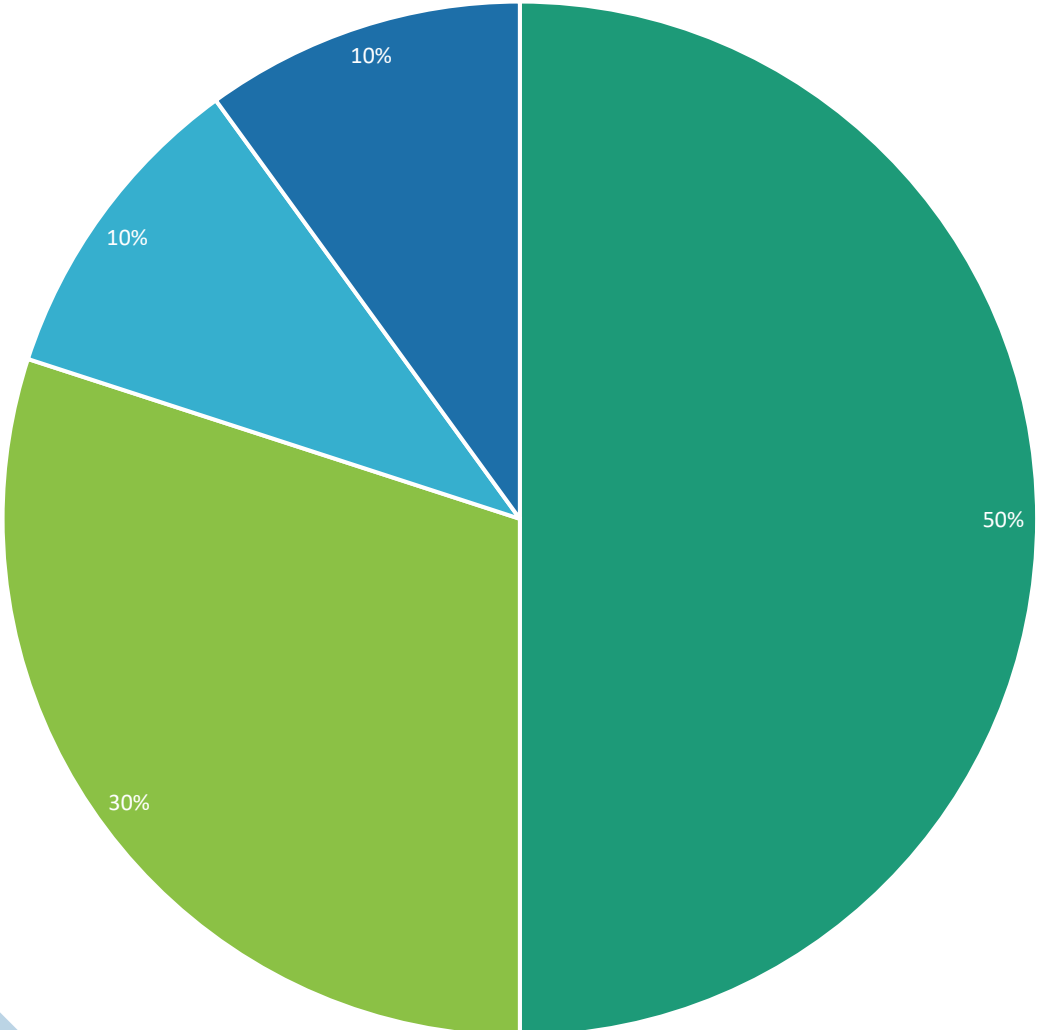
What is the boundary of Downtown Erin and Hillsburgh?



Industry Breakdown of Surveyed Businesses



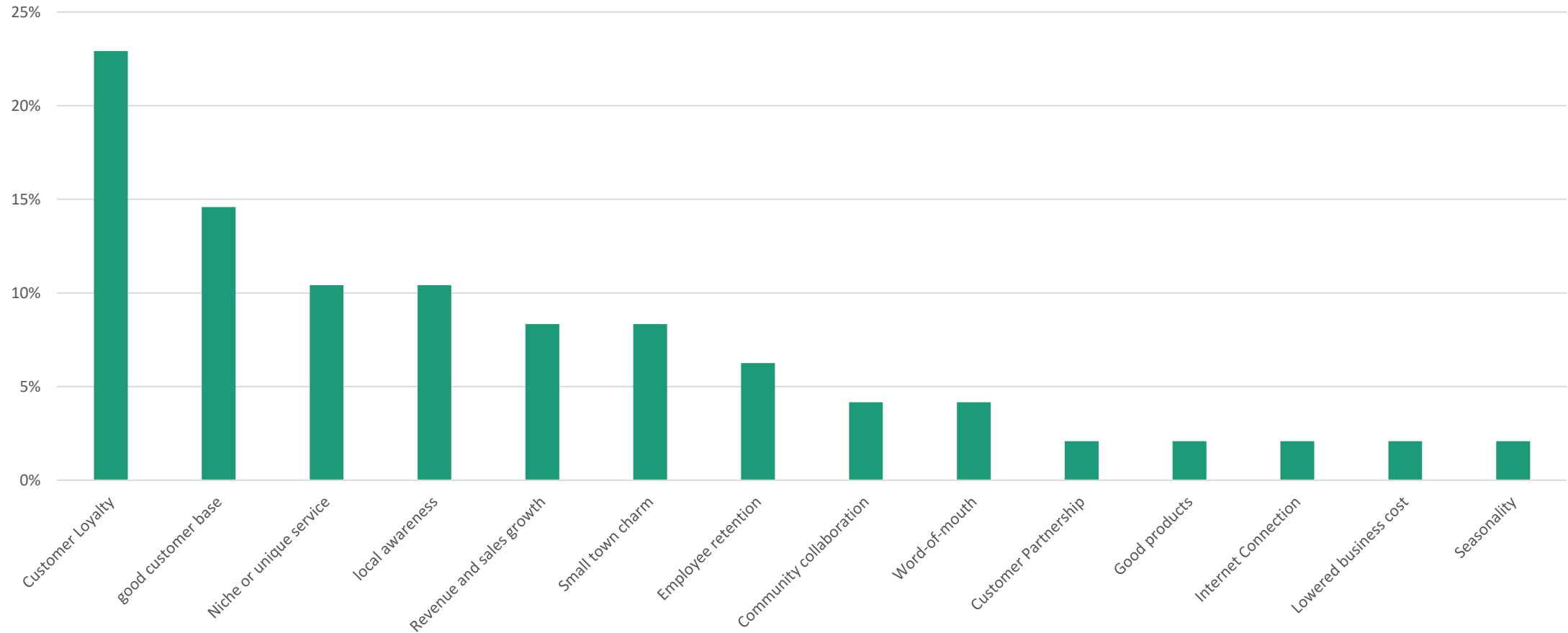
Percentage of full-time employees in Downtown Erin and Hillsburgh



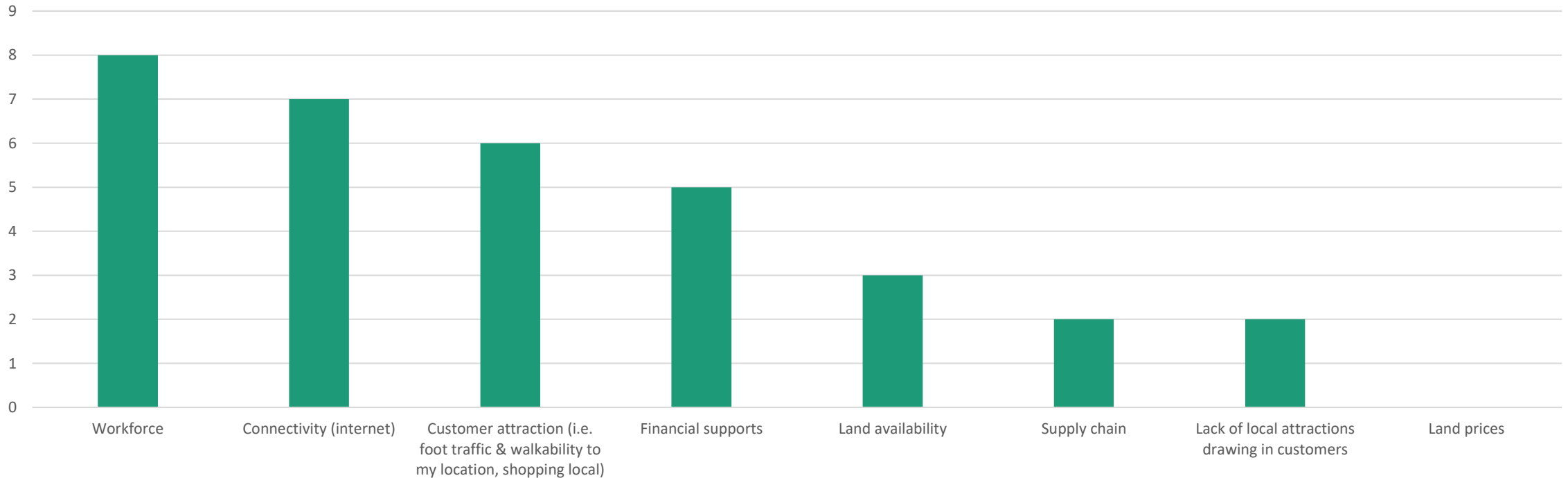
- 0 to 4
- 5 to 9
- 9 to 25
- 25+

General Business Climate

What is going well in your business?

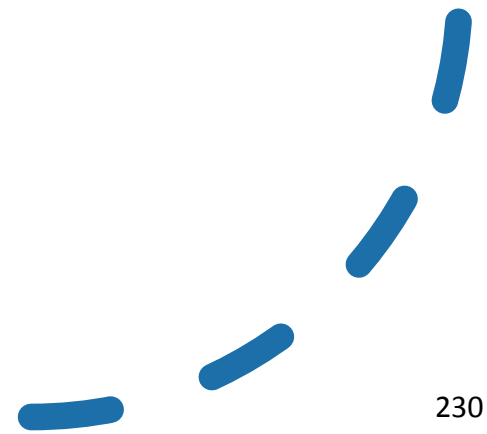


What are your biggest challenges?



Other identified Challenges for Erin

- Construction-related challenges
- Inflation
- Parking
- Marketing
- Theft
- Accessibility
- High Minimum Wage
- Increase in tax
- Lack of signage
- Rent/Leasing
- Loss of small-town charm
- Space restrictions
- Supply Chain
- Tariffs
- Town can be unopen to changes





What are your future projects, plans, or aspirations?

Business Expansion and Growth

- Business scale up
- Expansion of services or products offered
- Open new business locations
- Relocate to bigger facility

Infrastructure and Facility Improvements

- Building and façade improvements
- Expanding within the existing business if extra room is available
- Outdoor patios

Staffing and Personnel

- Hire additional staff



What are your future projects, plans, or aspirations?

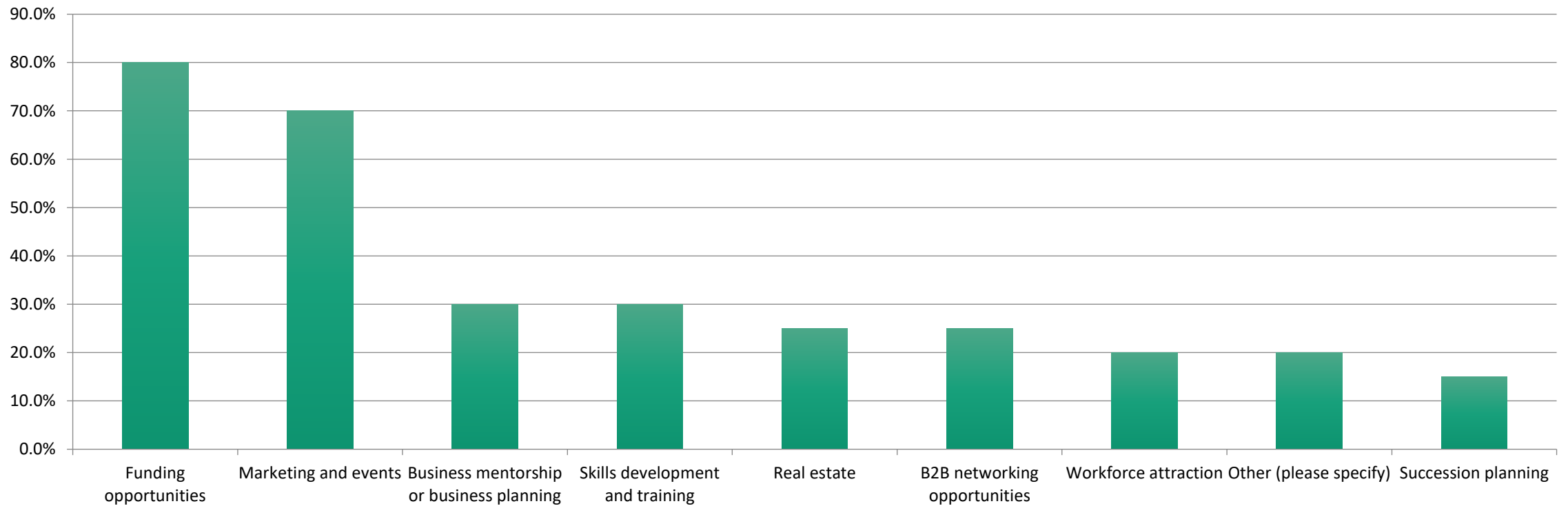
Marketing and Public Relations

- Business milestone celebrations
- Public education and marketing of services/products

Other

- Retirement

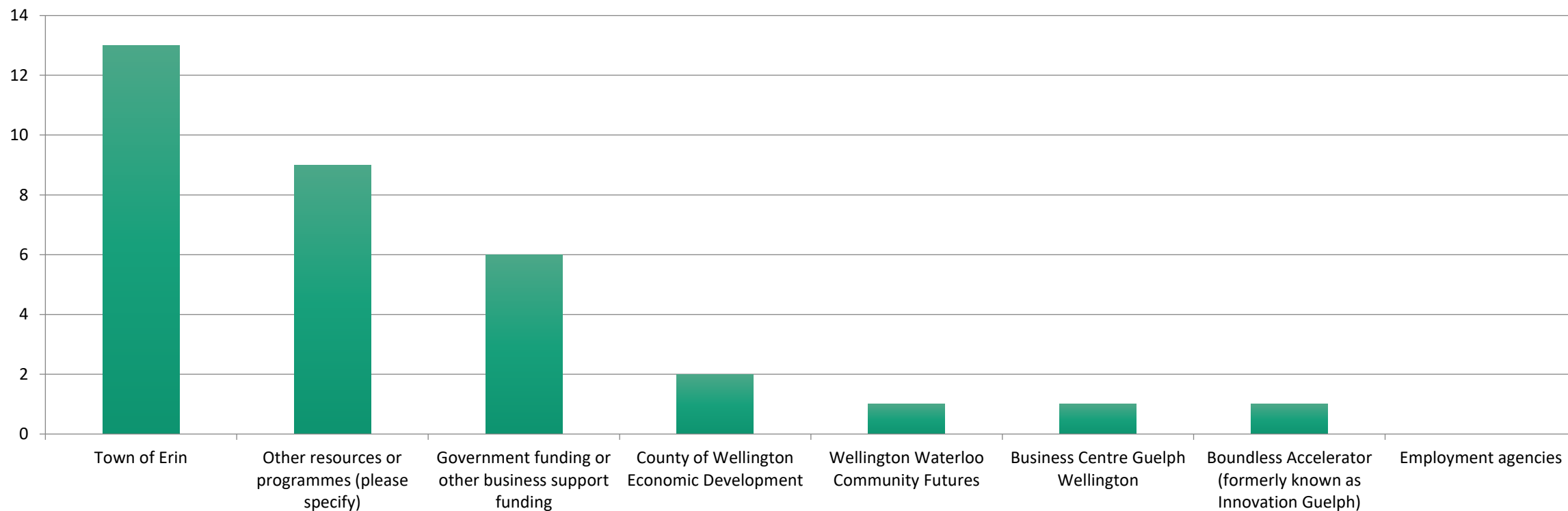
What kind of supports do you need to achieve these goals?



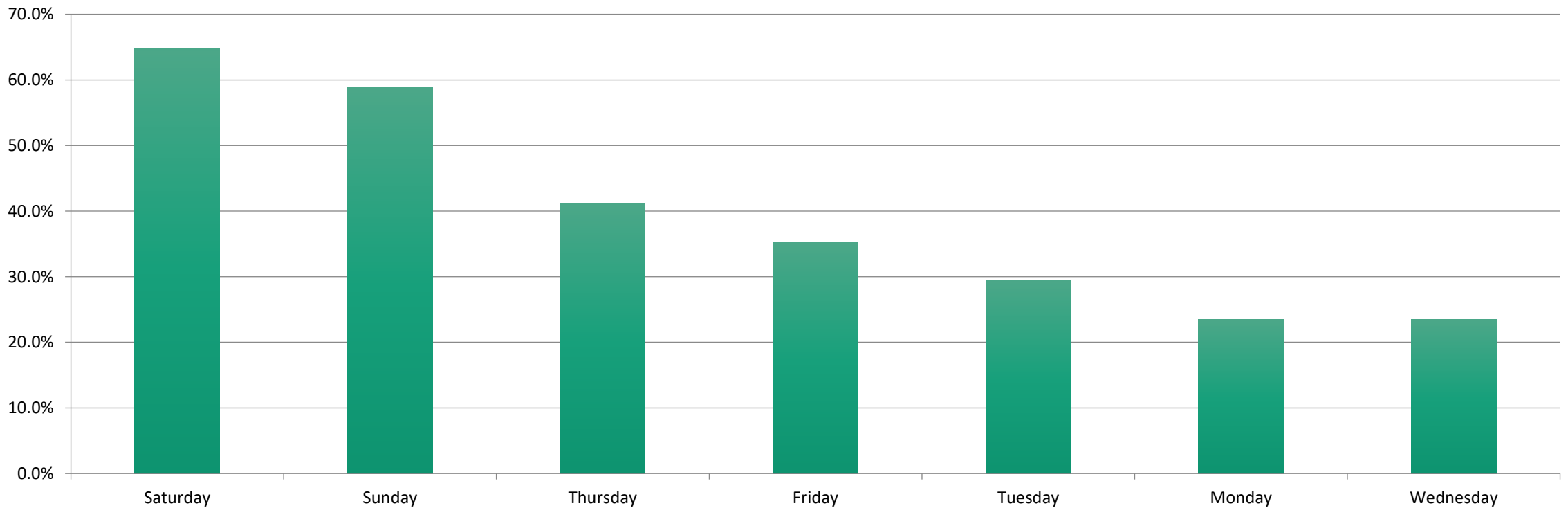
Have you connected with any of the following resources?

Other resources:

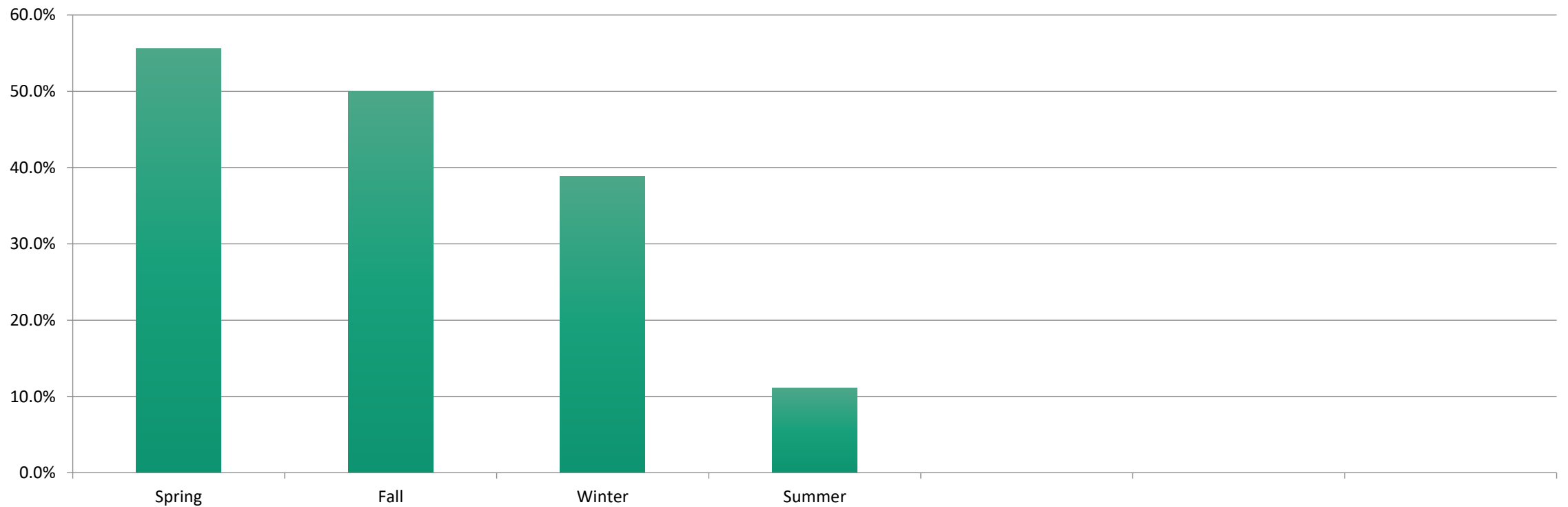
- Erin Chamber of Commerce
- Orangeville Economic Development



What are the Busiest Days of the Week in Erin?

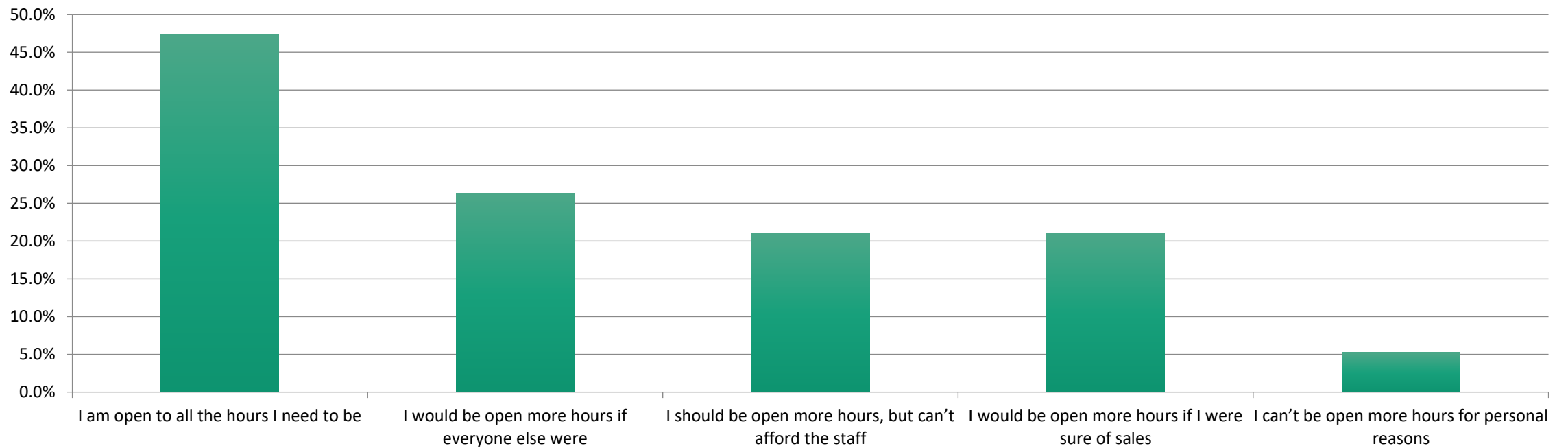


What are the Busiest Times of the Year in Erin?




What are your thoughts on store hours?

Percent



Where do your customers/clients come from?





What are common questions from customers/clients?

- Service related
- Store hours
- What is there to do in Erin?
- Business specific
- Can we use your washroom?
- Product Specific
- What's going on in town?
- When are all the other stores are going to be open?
- Where can we eat?
- What stores are there?
- Where are the hiking trails?

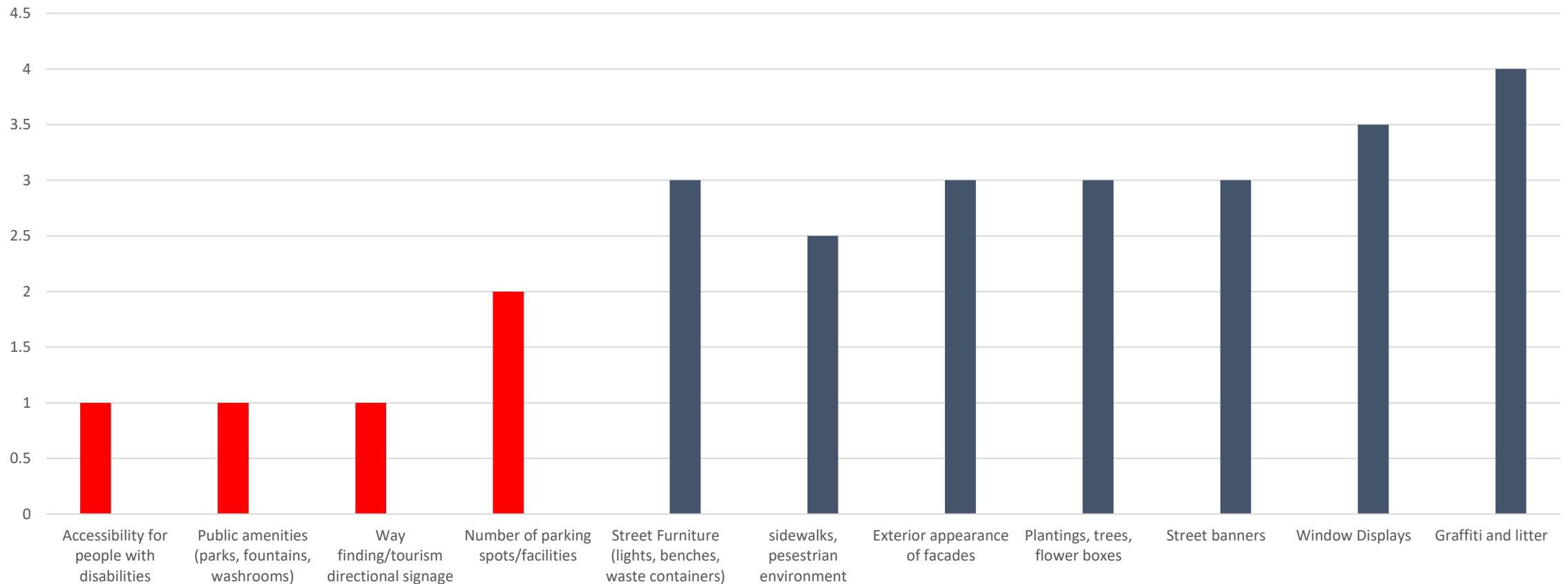




What do you think is great or unique about Erin and Hillsburgh? What is its Identity?

- Small-town Charm
- Sense of Community
- Local support
- Unique products
- Downtown
- Fall Fair
- Old town feel
- Proximity to GTA
- Safety
- Warm and Welcoming

How do business owners rate downtown facilities?





Recommended changes in downtown Erin

Signage

There is a strong need for more and better signage, including directional and tourism signage.

Parking

Many comments highlight the need for more parking spaces and better management of existing parking.

Accessibility

Improving accessibility for pedestrians and making buildings more wheelchair-friendly is a significant concern.

Street Furniture

There is a desire for more benches, seating, and other street furniture to enhance the downtown area.

Window Displays

Putting in a little bit more effort to take it from great to spectacular



Recommended changes in downtown Erin

Washrooms

The need for more public washrooms, especially in the downtown area, is frequently mentioned.

Lighting

Better and brighter lighting is needed to improve safety and visibility.

Garbage Bins

More garbage bins are needed to keep the area clean.

Snow Removal

Effective snow removal services are important for maintaining accessibility and safety.

Streetscaping

Enhancing the aesthetic appeal of the streets with trees, flower boxes, and better facades is a common theme.

Crosswalks

Better crosswalks are needed to ensure pedestrian safety.



Recommended changes in downtown Erin

Library/Arena

Improvements to the library and arena facilities are desired.

Water Stations/Fountains

More water stations and fountains are desired for convenience.

What type of investment would you like to see (how can we make it better?)

- **Increase Business and Retail**
- **Host Community Events**
- **Develop Infrastructure and Facilities**
- **Improve Traffic and Safety**
- **Promote Health and Food**
- **Enhance Tourism and Visibility**
- **Other Investments:**
 - Upgrade building Facades





Thank You!

Alain Aloy-Sadakane

Economic Development Coordinator

County of Wellington

alaina@wellington.ca

James Vaclavek

Economic Development Officer

County of Wellington

jamesv@wellington.ca

Christina Mann

Manager of Economic Development

County of Wellington

christinam@wellington.ca



Downtown BR+E Action Plan

Addressing Business Needs and
Enhancing Downtown Erin and
Hillsburgh



Immediate Actions – Business Needs (0-12 months)

01



DIGITAL
MARKETING
SUPPORT:
PROMOTIONAL
REELS PROJECT

02



PRINT
MARKETING:
TOWN MAGAZINE

03



PROVIDE
OPPORTUNITIES
TO CONNECT
WITH BUSINESS
RESOURCES

Immediate Actions – Downtown Enhancements (0-12 months)

01



STREETSCAPE
FURNISHING PLAN
TO INCLUDE
DOWNTOWN
SIGNAGE AND
LIGHTING

02



PURCHASE
ADDITIONAL STREET
FURNITURE

03



INCREASE TOWN
INVOLVEMENT IN
COMMUNITY
EVENTS

Mid - Long Term Actions Business Needs (1-5 years)

01



Identify areas lacking adequate broadband coverage by promoting the County's Internet Speed Testing portal and develop a plan to address gaps

02



Promote workforce resources and raise awareness of talent attraction initiatives in Wellington County

03



CIP Refresh: streamline access to funding, add a digital marketing grant, increase funding amounts for parking/landscaping

Mid - Long Term Actions Business Needs (1-5 years)

04



Conduct a target
sector study

05



Attend Main Street
Chamber Meetings

06



Collaborate with the
Chamber to support
and promote
business
development
seminars

Mid - Long Term Actions Downtown Enhancements (1-5 years)

01



Explore available funding sources, such as grants, to upgrade current washrooms to bathroom trailers

02



Work with property owners to repurpose underutilized spaces

03



Partner with local artists, musicians, and community groups to activate public spaces (e.g. Your Town Rising)

Town of Erin Community Improvement Plan (CIP)



TOWN OF
ERIN

CIP Financial Incentives

1. Planning Application & Building Permit Fee Grant
2. Façade & Signage Improvement Grant
3. Design & Study Grant
4. Building Improvement Grant
5. Accessibility Improvement Grant
6. Public Art Grant
7. Tax Increment Equivalent Grant (TIEG)
8. Downtown Housing Grant
9. Commercial Conversion Grant
10. Parking & Landscaping Improvement Grant



Eligibility Criteria - Property Type & Ownership

- You must be a property owner or tenant in a designated Community Improvement Project Area (CIPA)
- Tenants require written permission from the property owner
- Eligible properties: Mixed-use, commercial, and industrial properties
- Residential properties are NOT eligible, including home occupations or accessory uses to residential properties



Eligibility Criteria – Project Requirements



The improvement project must not have started before application approval.



Must align with urban design guidelines.



Must comply with current zoning, permitted uses, and Official Plan policies.



No outstanding tax arrears or unpaid obligations to the Town.

Application Process

1. **Pre-Consultation:** Contact the Economic Development Officer to schedule a meeting
2. **Submit Your Application:** Fill out the application form along with the following required materials:
 - Drawings (plans, sketches, elevations)
 - Two quotes for construction work
 - Current photos of the property
3. **Application Review:** The Town's CIP Review Panel evaluates your application
 - If approved: You'll sign an agreement with the Town
 - If not approved: You will be notified
4. **Begin Construction**



WELLINGTON
COUNTY

Invest Well Programmes



Wellington County Community Improvement Funding



Community Improvement Funding

The County tops up local municipal CIP funding for projects that align with our goals.

County CIP Goals:

- Using land effectively
- Housing
- Improving buildings
- Economic diversification
- Tourism
- Sustainability





Study Grant

- 100% of costs to a maximum of \$10,000 per study, and a maximum of 2 study grants per project
- Eligible studies include:
 - i) Urban design studies and architectural/design drawings;
 - ii) Heritage impact assessments;
 - iii) Concept plans and site plans;
 - iv) Structural analyses and evaluation of existing and proposed mechanical, electrical, and other building systems;
 - v) Energy efficiency and water conservation studies;
 - vi) Geothermal energy design studies;
 - vii) Blue/white/green roof studies;
 - viii) Low impact development (LID) engineering and design studies;
 - ix) Traffic impact assessments/studies;
 - x) Studies of microclimatic conditions (sun, shadow, wind);
 - xi) On-farm bio-digester feasibility and design studies;
 - xii) Phase Two environmental site assessments (ESA);
 - xiii) Designated substance and hazardous materials surveys;
 - xiv) Remedial work plans;
 - xv) Risk assessment/risk management plans;
 - xvi) Other site-specific studies which may be required by the Local Municipality or County at the time of pre-consultation or site plan approval

Minor Activity Grant

- 50% of eligible project costs up to a maximum of \$20,000
- Eligible projects may include:
 - Improvement/expansion projects
 - Creation housing units
 - Agricultural project
 - Green infrastructure
 - Tourism projects



Major Activity Grant

Annual grant to cover portion of the incremental tax increase following a project

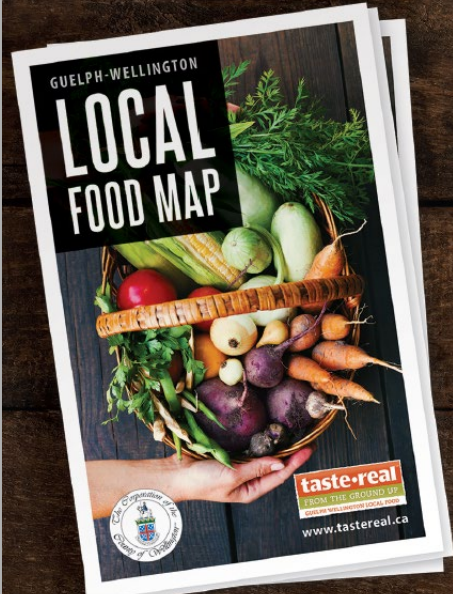
Year	County TIEG Amount as a % of the County Property Tax Increase (Increment) Resulting from the Project
1	100%
2	80%
3	60%
4	40%
5	20%

So how do I
apply?

Contact us!

Taste Real Local Food Map

SHOP LOCAL and support farms, farmers' markets, food retailers, restaurants, caterers, and other food businesses in Wellington County and Guelph.



See www.tastereal.ca for map pick-up locations and more information on local food and local food experiences.



www.tastereal.ca

Wellington County Economic Development

Other programs:

- Rural Transit (Ride Well)
- Tourism and local food (Taste Real)
- Talent attraction
- Tourism signage
- General business support
- And more!



WELLINGTON COUNTY'S RURAL TRANSIT SERVICE

Thank you!

James Vaclavek

Economic Development Officer

County of Wellington

jamesv@wellington.ca





Wellington County Economic Development Group Minutes

Tuesday, March 4, 2024

9:30 am

Microsoft Virtual Teams

Ec Dev Representatives/Supporting Organizations

Present:

Alain Aloy-Sadakane (County of Wellington), Aly Hill (Mapleton), Anuradha Dam (County of Wellington), Charlene Hofbauer (Waterloo Wellington Dufferin Workforce Planning Board), Christina Mann (County of Wellington), George Borovilos (Township of Centre Wellington), Heather Vasey (County of Wellington), James Vaclavek (County of Wellington), Jana Burns (County of Wellington), Janet Harrop (Wellington Federation of Agriculture), Jenna DeBoer (Wellington Waterloo Community Futures), Jordan Grigg (County of Wellington), Kristel Manes (Business Centre Guelph/Wellington), Laura Emery (Township of Puslinch), Leen Al-Habash (LIP), Marina Mato (Town of Erin), Myles Buck (OMAFRA), Robyn Mulder (Township of Wellington North)

Regrets:

Alex Miller (Boundless Accelerator), Amy Grose (Township of Mapleton), Andrea Ravensdale (County of Wellington), Belinda Wick-Graham (Town of Minto), Caitlyn Turton (Township of Centre Wellington), Erin Raftis (Town of Minto), Ian Roger (Guelph/Eramosa Township), Jaime Doherty (Saugeen Business Development Corporation), Jane Shaw (WWCF), Joao Carrolo (Township of Centre Wellington), Justine Dainard (County of Wellington), Kayla Wray (County Communications), Linda Horowitz (Boundless Accelerator), Rose Austin (Saugeen Business Development Corporation), Ryan Tompkins (MEJCAT), Stephen Barath (FedDev Ontario)

1. Approval of Agenda – Moved by Jordan Grigg, seconded by Anuradha Dam
CARRIED
2. Declaration of Pecuniary Interest – none
3. Approval of Minutes – January 7 – Moved by Anuradha Dam, seconded by Kristel Manes
CARRIED
4. Presentation by Internationally Trained Physician of Ontario (ITPO) by Dr. Lucy Shantel Nakibuuka and Dr. Therese Bichay (Presentation attached)
ITPO offers a wage subsidy and can make connections to internationally trained physicians interested

in working in clinical assistant roles.

5. Tariff and Trade Support

Workforce Planning Board did a data pull for Dufferin to identify exporters and which industries import the most. Also looking at what % of industry is able to get things in their community or close to their community. Charlene will pull data for Wellington as well (will include Guelph).

Have you noticed employers adjusting their workforce strategies/hiring strategies?

Anuradha heard that some employers are waiting for changes to take effect before making any decisions.

Robyn: nothing yet, still early days.

Community futures across the Province are teaming up to assess the impact on their client base. Then they will be tapping into national network conduct the same assessment across the board.

6. Roundtable

LIP:

- Wrapping up negotiations for funding.
- Launching work on welcoming strategy, a result of their experience engagement survey.
- Welcoming week is scheduled for September 12-21
- Will launch immigrant survey (2 years since the last one). LIP will need help spread the word about the survey and plans to share results with the group. Leen to send out questionnaire in advance for group to add in questions if desired.
- [Immigrant workforce](#) event to be held in March

WFA

- Tariffs are a huge discussion point in agricultural industry
- Similar to automotive that have export permits and contracts with set prices. Unclear as to who will be bearing cost of tariffs when there are set contracts.
- Wellington home to a significant number of pork producers that export to the US.
- Ontario lens: Tariffs to affect greenhouses products (cucumbers etc.) grown for export to the US
- Farm show in Drayton is coming up in April, WFA will be present
- Continuing work on zoning by-law study. Working with County to include definitions in policy updates

Workforce Planning Board

- Completed a report on immigrant commuter data
 - What industries and occupations are immigrants leaving Wellington and what are they going to do?
 - Some areas like Wellington North showed that 55+ are commuters leaving (close to retirement)
 - Some insights into healthcare professionals leaving Wellington County
 - Hosting [event](#) March 25 to show share stats and what employers can do to improve it.
- Local labour report will be out next Thursday.
- Additional reports will follow: youth employment and non-profit/care sector

- WPB hiring an employment liaison for Guelph/Wellington WIN to work with employers on making sure they are ready to hire in the future.

Centre Wellington

- Seeing more action on CIP – currently 6 leads
- Business park - 3 letters of intent moving to purchase of sale

Mapleton

- CIP is currently under review
- Working on RFP for EcDev masterplan and arts/culture plan
- Looking at ways to help businesses through tariffs and encouraging residents to shop locally

Puslinch

- Council approved budget a couple weeks ago
- Can get started on Ec Dev work

Erin

- Concluded downtown BR+E project. Provided a 15-point action plan at the Business brunch hosted last Monday
- Tourism networking event at Elliott Tree Farm - 20-25 attendees
- Launching a Town magazine in the spring/summer
- Seeing some uptake on CIP - 5 inquiries this year, 3 right after BR+E was completed

Wellington North

- International Women's Day, event on March 5
- Mayor's breakfast coming up as well, will be inviting EMC or having a couple of slides discussing tariff help needed
- On April 10th
- Working on BR+E
- Patio policy, banner policy'

Community Futures

- Noticing uptick in businesses (mostly SME) unable to pay loans with CF. Increase in business requests to defer loan payments.
- This Thursday evening, hosting an International Women's Day event at the Gorge Cinema. Showing the film "She Rises Up". A documentary about lifting women up out of poverty through entrepreneurship.

OMAF

- Still technically in the writ period until the returning government is sworn in.
- Stay tuned to what Premier and cabinet are going to release in response to tariffs.

County

Experimental Acres

- Have selected farms for this year's Experimental Acres Programme
- Have just received first draft back from consultant on RED grant focusing on non-family farm succession planning. Hoping to share more in April/May

Workforce and Talent Attraction

- 2025 Trade Tacks Skilled Trades Showcase taking place on April 25-26 at the Centre Wellington Sportsplex. Anu to share poster with group and group to help share with applicable businesses.
- Multicultural festival happening on July 5. Seeking performers and vendors. New to the event this year is ethnic marketplace.

BR+E

- Preparing for March newsletter - Alain will send out monthly reminder.
- Metrics from February:
 - 100 clicks (about 7%)
 - Open rate of 42%
 - Top links were Tariff update, CIP, and local businesses button
 - Featuring CIP from different member-municipalities. Please send CIP programme summaries.

Tourism / Taste Real

- Working on new Local Food Map to be released at Spring Rural Romp in May. Saw significant demand over the last two years (initially printed 30k copies, with an additional 10k due to demand)
- Spring Rural Romp is May 31 in Northern Wellington County
- RTO4 Pitch it and Publish media networking event being hosted with County, RTO4, and CW Tourism - April 7 at the Museum

Ride Well

- Negotiating contract with service provider
- Looking at better integration with GOST

7. Next meeting – April 1, 2025 in person at the WWCF office

8. Adjourned at 10:51am

Jana Burns, Chair

Christina Mann, Recording Secretary



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Economic Development Committee
From: Christina Mann, Manager of Economic Development
Date: Tuesday, March 18, 2025
Subject: **BR+E Municipal Implementation Fund Report**

Background:

Implemented in 2014, the Business Retention and Expansion (BR+E) Local Implementation Fund provides member municipalities the opportunity to access funding for the direct execution of BR+E activities to enhance the local economy. A request for 2025 BR+E municipal funding has been received from the Town of Minto and the Township of Centre Wellington.

Town of Minto

The Town of Minto is requesting \$25,000 to contribute to LaunchIt Minto operations. This year, LaunchIt will continue to deliver programming across Northern Wellington (Minto, Mapleton, and Wellington North), as well as networking opportunities, and training and mentorship services.

Township of Centre Wellington

The Township of Centre Wellington is requesting \$25,000 to cover half of the shuttle bus service. In 2025, the bus will run every Saturday and Sunday from May 17 to September 14, including holiday Mondays. It will run 11:00 am to 6:00 pm on 1-hour loops between Elora and Fergus with stops at the following key locations:

- Grand River Raceway
- Township of Centre Wellington Office
- Elora Centre for the Arts
- Wellington County Museum and Archives
- Fergus Marketplace
- Centre Wellington Community Sportsplex.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Business Attraction, Retention, and Expansion
- Shop Local Support
- Tourism

Making the best decisions for the betterment of the Community.

Recommendation:

That the Economic Development Committee approve the 2025 BR+E Municipal Implementation Fund for the Town of Minto and the Township of Centre Wellington.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Christina Mann', written in a cursive style.

Christina Mann

Manager of Economic Development

In consultation with/approved by:

Jana Burns, Wellington Place Administrator

Scott Wilson, Chief Administrative Officer



Committee Report

To: Chair and Members of the Economic Development Committee
From: Justine Dainard, Smart Cities Manager
Date: Tuesday, March 18, 2025
Subject: **Smart Cities Office Report – March 2025**

Circular Economy

Last month, the Smart Cities Office partnered with the Arrell Food Institute and the City of Guelph to convene a workshop called **Food Forward: Building Resilient Food Redistribution Networks**. Invitees included individuals and organizations in the City and County who are working on increasing food access to vulnerable people. Participants were asked to complete a survey profiling the kind of work they do, the scale they function at, and the barriers they face. Through moderated sessions, they also clarified the connections between the organizations and defined ways to create additional solutions together.

A report from [Second Harvest](#) notes that Canada has four times as many food charities than it has grocery stores, and that the dollar value of food distributed through charities would make this 'invisible' network the second largest grocery store in the country. The Food Forward workshop brought this frequently hidden network together, and the collected data will be mapped to make the invisible visible. The mapping will enable our food access agents to find efficiencies and opportunities and will support future collaborative grant-writing.

The workshop also introduced local groups to [B12Give](#), a Toronto company which serves as logistical support for food rescue. B12Give plans to start working with Guelph and Wellington companies to collect donated food, transporting it to local food access groups who can do distribution. The strengthening of these networks is well-timed; as tariff talks continue to impact businesses, food access groups are anticipating a large increase in demand at local food banks.

Agriculture Support

The Smart Cities Office will be supporting the Wellington County Museum and Archives during the March Break. Staff will help lead activities which dig into the science of soil, to connect with the **It's Not Just Dirt!** exhibit.

Staff have also been working with the Upper Grand District School Board to support their curriculum. Grade six classrooms who are participating in a module on plant growing will be able to attend a virtual presentation by the County's Agriculture Coordinator. The Board connects this subject to STEM (science, technology, engineering and math), scientific enquiry methods, and the Sustainable Development Goals. By discussing the Experimental Acres and other work in agriculture, our office offers kids stories of local and real-world examples to support their learning.

Internet Readiness and Equity

County of Wellington staff have been members of the [Guelph-Wellington Digital Equity Coalition](#) since its launch in 2021. The Coalition members include representatives from the County and the City of Guelph, as well as local health and community organizations and university researchers. The Smart Cities Office is currently a co-chair of the coalition, and in this role attended the [Digital Access Day](#) event held in Ottawa in February 2025. Convened by the Canadian Internet Society, Digital Access Day included presentations by experts on legal, policy, and governance issues related to the internet and e-commerce. The content offered valuable context for understanding an increasingly complex terrain.

Staff heard that several of Canada's proposed Acts related to digital issues have been halted by the prorogation of the federal government. Bills C27 (regarding AI and Privacy), C63 (online harms legislation), and C26 (dealing with cybersecurity) were poised for approval but now will likely need to be redrafted entirely. This leaves Canada without clear policy and strong regulation during a time when digital content may emerge as an additional sector being included in international tariff negotiations.

Cybersecurity is an increasing concern for Canadian companies. Over 99% of Canadian businesses are Small or Medium Enterprises (SMEs). Because these companies often handle credit card numbers but do not always have departments dedicated to IT security, they are commonly targeted by cybercriminals. We are also seeing an increasing vulnerability in manufacturing supply chains and in the agriculture sector. Cyberattacks are expensive, with an average cost of recovery for SMEs ranging between \$60,000 to \$200,000. Larger companies see an average impact cost of over \$6M.

Privacy is another area of concern, with over 90% of global citizen data held by only five companies. This compounds the way that Artificial Intelligence can access combinations of identity-related information for cybercrime exploitation. Even within legal business practices, companies like Uber now have the ability to not only enact surge pricing but also can access enough household income information that they could charge what they believe people can pay.

The Guelph-Wellington Digital Equity Coalition has committed to compiling a list of best practices and websites to post as online resources, to make it easier for local residents to navigate to trusted information and learning opportunities. This information will also be made available to Wellington County businesses as Economic Development staff continue BR+E activities. In addition, staff will work through our business support agencies to determine future workshop needs on these topics.

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 the Economic Development Committee approve the Smart Cities Office – March 2025 Report.

Respectfully submitted,



Justine Dainard
Smart Cities Manager

In consultation with/approved by:

Jana Burns, Wellington Place Administrator
Scott Wilson, Chief Administrative Officer



The Corporation of the County of Wellington
Administration, Finance and Human Resources Committee
Minutes

March 18, 2025
County Administration Centre
Guthrie Room

Present: Warden Chris White
Councillor Earl Campbell (Chair)
Councillor Diane Ballantyne
Councillor Andy Lennox
Councillor James Seeley

Also Present: Councillor Matthew Bulmer
Councillor Campbell Cork
Councillor Jeff Duncan
Councillor Steve O'Neill

Staff: Jennifer Adams, County Clerk
Luisa Artuso, Social Services Administrator
Ken DeHart, County Treasurer
Susan Farrelly, Director of Human Resources
Jackie Lee Macchiusi, Capital Budget and Accounting Manager
Michele Richardson, Assistant Director of Human Resources
Cecilia Marie Roberts, Manager, Strategic Wellness Initiatives
Scott Wilson, CAO

1. Call to Order

At 1:00 pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

The Finance portion of the meeting was dealt with at this time, followed by the Human Resources and Administration portions.

3. Finance

3.1 Financial Statements as of February 28, 2025

1/3/25

Moved by: Councillor Seeley

Seconded by: Councillor Lennox

That the Corporate Financial Statements for the County of Wellington as of February 28, 2025 be approved.

Carried

3.2 Development Charge Reserve Fund Statement as of December 31, 2024

2/3/25

Moved by: Warden White

Seconded by: Councillor Lennox

That the Development Charge Reserve Fund statements for the period ending December 31, 2024, be approved, posted to the County website, and shared with the Ministry of Municipal Affairs and Housing, if requested.

Carried

3.3 Cheque Signing and Electronic Fund Transfer Authority

3/3/25

Moved by: Councillor Ballantyne

Seconded by: Councillor Seeley

That the above signing authorities be approved and that staff be directed to prepare the necessary by-law.

Carried

3.4 2025 Annual Debt Repayment Limit

4/3/25

Moved by: Councillor Ballantyne

Seconded by: Warden White

That the County Treasurer's report re: 2025 Annual Repayment Limit be received for information.

Carried

3.5 County Debenture Issue Dated April 2, 2025

5/3/25

Moved by: Councillor Lennox

Seconded by: Warden White

That the County Clerk and Treasurer be directed to prepare the debenture by-law and sign all necessary documents pertaining to the County debenture issue dated April 2, 2025.

Carried

4. Human Resources

4.1 2025 Employee Long Service and Retirement Recognition Event

6/3/25

Moved by: Councillor Seeley

Seconded by: Councillor Ballantyne

That the '2025 Employee Long Service and Retirement Recognition Event' be received for information.

Carried

4.2 Here4Hope for Men Planned Activities

6/3/25

Moved by: Councillor Lennox**Seconded by:** Councillor Seeley

That the report titled Here4Hope for Men Planned Activities be received for information.

Carried

5. Administration

5.1 Funding Small Home Community Projects

7/3/25

Moved by: Councillor Ballantyne**Seconded by:** Councillor Seeley

That AF&HR recommend to County Council that the Small Homes Community Funding Template be endorsed, and used for discussions with the Local Municipalities of Wellington County to develop affordable, Small Homes Communities.

Lost

5.2 Update on Recommendations on Enhancing Transparency in Council Decision Making

8/2/25

Moved by: Councillor Ballantyne**Seconded by:** Councillor Lennox

That the committee receive the advice of the County's Integrity Commissioner Guy Giorno for information; and

The committee recommend to County Council maintaining the Committee of the Whole process as currently defined in the Procedural By-Law, and

That committee recommend to County Council the deferral of recommendation #10 implementation to May 29, 2025, which will entail both a Procedural By-Law update and a revised Accountability and Transparency Policy.

Carried

6. Adjournment

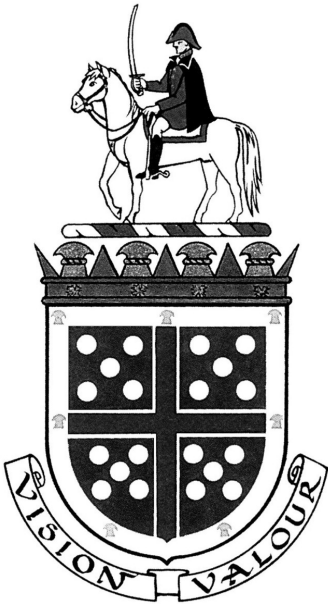
At 3:22 pm, the Chair adjourned the meeting until April 15, 2025 or at the call of the Chair.

Earl Campbell
Chair
Administration, Finance and Human Resources Committee

THE COUNTY OF WELLINGTON

**ADMINISTRATION, FINANCE
AND HUMAN RESOURCES
COMMITTEE**

**CORPORATE FINANCIAL
STATEMENTS**



February 28, 2025



County of Wellington
General Revenue & Expenditure
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Property Taxation	\$144,598,300	\$246,044	\$0	0%	\$144,598,300
Grants and Subsidies	\$569,000	\$0	\$142,250	25%	\$426,750
Sales Revenue	\$20,400	\$0	\$0	0%	\$20,400
Other Revenue	\$4,600,000	\$448,089	\$(150,782)	(3%)	\$4,750,782
Internal Recoveries	\$35,000	\$2,739	\$6,234	18%	\$28,766
Total Revenue	\$149,822,700	\$696,872	\$(2,298)	0%	\$149,824,998
Expenditures					
Supplies, Material, Equipment	\$31,000	\$3,268	\$6,432	21%	\$24,568
Purchased Services	\$2,565,000	\$18,261	\$437,286	17%	\$2,127,714
Insurance and Financial	\$1,203,100	\$207,927	\$321,498	27%	\$881,602
Total Expenditures	\$3,799,100	\$229,457	\$765,216	20%	\$3,033,884
NET OPERATING COST / (REVENUE)	\$(146,023,600)	\$(467,415)	\$767,513	(1%)	\$(146,791,113)
Debt and Transfers					
Transfer to Reserves	\$4,700,000	\$0	\$0	0%	\$4,700,000
Total Debt and Transfers	\$4,700,000	\$0	\$0	0%	\$4,700,000
NET COST (REVENUE)	\$(141,323,600)	\$(467,415)	\$767,513	(1%)	\$(142,091,113)



County of Wellington
County Council
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Expenditures					
Salaries, Wages and Benefits	\$1,144,700	\$94,033	\$186,138	16%	\$958,562
Supplies, Material, Equipment	\$151,600	\$649	\$4,347	3%	\$147,253
Purchased Services	\$286,900	\$66,070	\$88,695	31%	\$198,205
Insurance and Financial	\$15,600	\$2,071	\$4,061	26%	\$11,539
Total Expenditures	\$1,598,800	\$162,822	\$283,241	18%	\$1,315,559
NET OPERATING COST / (REVENUE)	\$1,598,800	\$162,822	\$283,241	18%	\$1,315,559
NET COST (REVENUE)	\$1,598,800	\$162,822	\$283,241	18%	\$1,315,559



County of Wellington

05-March-2025

County Council

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

LIFE-TO-DATE ACTUALS

	Approved Budget	February Actual	Current Year	Previous Years	Total	% of Budget	Remaining Budget
Council Chambers - Telecommuni	\$250,000	\$0	\$0	\$0	\$0	0 %	\$250,000
Total County Council	\$250,000	\$0	\$0	\$0	\$0	0 %	\$250,000



County of Wellington
Office of the CAO/Clerk
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
User Fees and Charges	\$600	\$166	\$59	10%	\$541
Sales Revenue	\$10,000	\$0	\$0	0%	\$10,000
Other Revenue	\$39,000	\$3,250	\$6,500	17%	\$32,500
Internal Recoveries	\$2,351,300	\$195,942	\$391,883	17%	\$1,959,417
Total Revenue	\$2,400,900	\$199,358	\$398,443	17%	\$2,002,457
Expenditures					
Salaries, Wages and Benefits	\$6,000,700	\$478,958	\$951,499	16%	\$5,049,201
Supplies, Material, Equipment	\$208,200	\$6,469	\$8,105	4%	\$200,095
Purchased Services	\$2,397,900	\$473,711	\$962,696	40%	\$1,435,204
Transfer Payments	\$70,000	\$0	\$0	0%	\$70,000
Insurance and Financial	\$247,200	\$9,083	\$115,595	47%	\$131,605
Internal Charges	\$2,100	\$157	\$231	11%	\$1,869
Total Expenditures	\$8,926,100	\$968,377	\$2,038,125	23%	\$6,887,975
NET OPERATING COST / (REVENUE)	\$6,525,200	\$769,019	\$1,639,682	25%	\$4,885,518
Debt and Transfers					
Transfer to Reserves	\$1,000,000	\$1,000,000	\$1,000,000	100%	\$0
Total Debt and Transfers	\$1,000,000	\$1,000,000	\$1,000,000	100%	\$0
NET COST (REVENUE)	\$7,525,200	\$1,769,019	\$2,639,682	35%	\$4,885,518



County of Wellington

06-March-2025

Office of the CAO/Clerk

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Technical Services								
2025 Archive Storage Replaceme	\$55,000	\$0	\$0	\$0	\$0	0%	\$55,000	
2025 Computer Hardware L/C Rep	\$200,000	\$2,851	\$2,851	\$0	\$2,851	1%	\$197,149	
2025 Network Perimeter Securit	\$80,000	\$0	\$0	\$0	\$0	0%	\$80,000	
2025 Network Switches Replacem	\$275,000	\$0	\$0	\$0	\$0	0%	\$275,000	
2025 UPS Replacements	\$65,000	\$0	\$0	\$0	\$0	0%	\$65,000	
Archive Storage Replacement	\$45,000	\$0	\$0	\$31,562	\$31,562	70%	\$13,438	
CISCO NAC Security	\$120,000	\$0	\$0	\$0	\$0	0%	\$120,000	
Datacentre Backup Improvement	\$65,000	\$12,965	\$14,455	\$23,935	\$38,390	59%	\$26,610	
Disaster Recovery A/C Replacem	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000	
Phone Set Replacement	\$70,000	\$174	\$1,135	\$22,508	\$23,642	34%	\$46,358	
SAC FOBs and Door Locks	\$110,000	\$0	\$0	\$0	\$0	0%	\$110,000	
Server Replacement Disaster Re	\$400,000	\$0	\$0	\$0	\$0	0%	\$400,000	
Video Security Recorder Rplace	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000	
Wellington Place Conduit	\$35,000	\$0	\$0	\$10,972	\$10,972	31%	\$24,028	
Subtotal Technical Services	\$1,670,000	\$15,990	\$18,440	\$88,977	\$107,417	6%	\$1,562,583	
Application Services								
HR Information Management Syst	\$895,000	\$9,387	\$9,387	\$708,919	\$718,307	80%	\$176,693	
HRIS: Health and Safety Module	\$165,000	\$0	\$0	\$0	\$0	0%	\$165,000	
JDE All Servers Upgrade	\$200,000	\$3,373	\$3,373	\$16,522	\$19,895	10%	\$180,105	
JDE: Visa / Expense Management	\$120,000	\$0	\$0	\$102,192	\$102,192	85%	\$17,808	
Microsoft Office 365	\$840,000	\$0	\$0	\$570,665	\$570,665	68%	\$269,335	
Subtotal Application Services	\$2,220,000	\$12,761	\$12,761	\$1,398,299	\$1,411,059	64%	\$808,941	
Information Management								
Intranet Upgrade	\$75,000	\$0	\$0	\$0	\$0	0%	\$75,000	
Subtotal Information Management	\$75,000	\$0	\$0	\$0	\$0	0%	\$75,000	
Total Office of the CAO/Clerk	\$3,965,000	\$28,750	\$31,201	\$1,487,276	\$1,518,477	38 %	\$2,446,523	



County of Wellington
Treasury
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Other Revenue	\$2,000	\$0	\$0	0%	\$2,000
Internal Recoveries	\$670,200	\$56,945	\$111,729	17%	\$558,471
Total Revenue	\$672,200	\$56,945	\$111,729	17%	\$560,471
Expenditures					
Salaries, Wages and Benefits	\$2,888,700	\$232,199	\$462,362	16%	\$2,426,338
Supplies, Material, Equipment	\$50,500	\$1,305	\$3,432	7%	\$47,068
Purchased Services	\$653,000	\$182,373	\$222,995	34%	\$430,005
Insurance and Financial	\$232,800	\$23,761	\$26,899	12%	\$205,901
Internal Charges	\$3,000	\$24	\$57	2%	\$2,943
Total Expenditures	\$3,828,000	\$439,663	\$715,746	19%	\$3,112,254
NET OPERATING COST / (REVENUE)	\$3,155,800	\$382,717	\$604,017	19%	\$2,551,783
Debt and Transfers					
Transfers from Reserves	\$(264,100)	\$0	\$0	0%	\$(264,100)
Transfer to Reserves	\$175,000	\$175,000	\$175,000	100%	\$0
Total Debt and Transfers	\$(89,100)	\$175,000	\$175,000	(196%)	\$(264,100)
NET COST (REVENUE)	\$3,066,700	\$557,717	\$779,017	25%	\$2,287,683



County of Wellington
Human Resources
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Other Revenue	\$39,200	\$3,267	\$6,530	17%	\$32,670
Internal Recoveries	\$1,484,400	\$124,239	\$247,398	17%	\$1,237,002
Total Revenue	\$1,523,600	\$127,506	\$253,928	17%	\$1,269,672
Expenditures					
Salaries, Wages and Benefits	\$2,762,200	\$237,149	\$452,783	16%	\$2,309,417
Supplies, Material, Equipment	\$146,300	\$5,323	\$7,716	5%	\$138,584
Purchased Services	\$934,500	\$171,334	\$177,334	19%	\$757,166
Transfer Payments	\$25,000	\$0	\$0	0%	\$25,000
Insurance and Financial	\$52,200	\$4,302	\$7,142	14%	\$45,058
Internal Charges	\$1,500	\$123	\$275	18%	\$1,225
Total Expenditures	\$3,921,700	\$418,230	\$645,251	16%	\$3,276,449
NET OPERATING COST / (REVENUE)	\$2,398,100	\$290,724	\$391,323	16%	\$2,006,777
Debt and Transfers					
Transfers from Reserves	\$(776,700)	\$(75,717)	\$(75,717)	10%	\$(700,983)
Transfer to Reserves	\$387,000	\$387,000	\$387,000	100%	\$0
Total Debt and Transfers	\$(389,700)	\$311,283	\$311,283	(80%)	\$(700,983)
NET COST (REVENUE)	\$2,008,400	\$602,007	\$702,606	35%	\$1,305,794



County of Wellington
Property Services
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Licenses, Permits and Rents	\$1,326,000	\$102,210	\$230,580	17%	\$1,095,420
User Fees and Charges	\$150,000	\$2,332	\$6,318	4%	\$143,682
Other Revenue	\$40,800	\$3,230	\$6,460	16%	\$34,340
Internal Recoveries	\$1,155,900	\$96,658	\$193,317	17%	\$962,583
Total Revenue	\$2,672,700	\$204,430	\$436,675	16%	\$2,236,025
Expenditures					
Salaries, Wages and Benefits	\$1,732,700	\$139,020	\$276,400	16%	\$1,456,300
Supplies, Material, Equipment	\$306,400	\$23,156	\$49,757	16%	\$256,643
Purchased Services	\$1,264,500	\$163,367	\$251,892	20%	\$1,012,608
Insurance and Financial	\$105,800	\$2,982	\$93,144	88%	\$12,656
Minor Capital Expenses	\$103,800	\$0	\$0	0%	\$103,800
Internal Charges	\$28,700	\$3,941	\$5,726	20%	\$22,974
Total Expenditures	\$3,541,900	\$332,467	\$676,920	19%	\$2,864,980
NET OPERATING COST / (REVENUE)	\$869,200	\$128,036	\$240,245	28%	\$628,955
Debt and Transfers					
Debt Charges	\$188,900	\$0	\$(6,059)	(3%)	\$194,959
Transfer to Reserves	\$1,047,000	\$960,000	\$960,000	92%	\$87,000
Total Debt and Transfers	\$1,235,900	\$960,000	\$953,941	77%	\$281,959
NET COST (REVENUE)	\$2,105,100	\$1,088,036	\$1,194,186	57%	\$910,914



County of Wellington

06-March-2025

Property Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS			% of Budget	Remaining Budget
			Current Year	Previous Years	Total		
Facility Improvements							
138 Wyndham: Carpet Replacemen	\$95,000	\$0	\$0	\$0	\$0	0%	\$95,000
2024 Property Building Retro	\$250,000	\$0	\$4,579	\$154,917	\$159,496	64%	\$90,504
2025 131/133 Wyndham Residenti	\$15,000	\$0	\$0	\$0	\$0	0%	\$15,000
2025 Property Building Retrofi	\$150,000	\$0	\$0	\$0	\$0	0%	\$150,000
21 Douglas: HVAC Pump Replacem	\$45,000	\$0	\$0	\$0	\$0	0%	\$45,000
Admin Centre: Atrium Rehab	\$30,000	\$0	\$0	\$0	\$0	0%	\$30,000
Admin Centre: Lighting Upgrade	\$73,000	\$0	\$0	\$0	\$0	0%	\$73,000
Admin Centre: Retaining Wall	\$35,000	\$0	\$0	\$0	\$0	0%	\$35,000
Admin Centre: Wall Painting	\$81,000	\$0	\$0	\$0	\$0	0%	\$81,000
Courthouse: Common Space Wall	\$85,000	\$0	\$0	\$0	\$0	0%	\$85,000
Courthouse: Interior Upgrade	\$51,000	\$0	\$0	\$36,213	\$36,213	71%	\$14,787
Courthouse: Lighting Upgrade	\$73,000	\$0	\$0	\$0	\$0	0%	\$73,000
Courthouse: Plumbing Fixtures	\$30,000	\$0	\$0	\$11,423	\$11,423	38%	\$18,577
Gaol: Common Area Wall Finish	\$40,000	\$0	\$0	\$9,610	\$9,610	24%	\$30,390
Subtotal Facility Improvements	\$1,053,000	\$0	\$4,579	\$212,163	\$216,742	21%	\$836,258
Equipment							
Replace Maintenance Van	\$75,000	\$0	\$0	\$0	\$0	0%	\$75,000
Subtotal Equipment	\$75,000	\$0	\$0	\$0	\$0	0%	\$75,000
Total Property Services	\$1,128,000	\$0	\$4,579	\$212,163	\$216,742	19%	\$911,258



County of Wellington
Grants & Contributions
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Expenditures					
Transfer Payments	\$99,300	\$0	\$0	0%	\$99,300
Total Expenditures	\$99,300	\$0	\$0	0%	\$99,300
NET OPERATING COST / (REVENUE)	\$99,300	\$0	\$0	0%	\$99,300
Debt and Transfers					
Debt Charges	\$376,700	\$0	\$(17,438)	(5%)	\$394,138
Transfers from Reserves	\$(3,000)	\$0	\$0	0%	\$(3,000)
Total Debt and Transfers	\$373,700	\$0	\$(17,438)	(5%)	\$391,138
NET COST (REVENUE)	\$473,000	\$0	\$(17,438)	(4%)	\$490,438



County of Wellington
POA Administration
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Municipal Recoveries	\$300,000	\$23,450	\$46,900	16%	\$253,100
Total Revenue	\$300,000	\$23,450	\$46,900	16%	\$253,100
NET OPERATING COST / (REVENUE)	\$(300,000)	\$(23,450)	\$(46,900)	16%	\$(253,100)
Debt and Transfers					
Transfer to Reserves	\$170,000	\$170,000	\$170,000	100%	\$0
Total Debt and Transfers	\$170,000	\$170,000	\$170,000	100%	\$0
NET COST (REVENUE)	\$(130,000)	\$146,550	\$123,100	(95%)	\$(253,100)



County of Wellington

05-March-2025

POA Administration

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

LIFE-TO-DATE ACTUALS

	Approved Budget	February Actual	Current Year	Previous Years	Total	% of Budget	Remaining Budget
2023 POA Replacements	\$114,000	\$0	\$0	\$25,752	\$25,752	23 %	\$88,248
2024 POA Replacements	\$45,000	\$0	\$0	\$0	\$0	0 %	\$45,000
Court Services Facility Renew	\$500,000	\$0	\$0	\$0	\$0	0 %	\$500,000
POA Court Facility Renewals	\$56,000	\$0	\$0	\$0	\$0	0 %	\$56,000
POA Equipment Replacement	\$25,000	\$0	\$0	\$0	\$0	0 %	\$25,000
POA IT Replacements	\$30,000	\$0	\$0	\$0	\$0	0 %	\$30,000
POA Security Renewal	\$30,000	\$0	\$0	\$0	\$0	0 %	\$30,000
Total POA Administration	\$800,000	\$0	\$0	\$25,752	\$25,752	3 %	\$774,248



County of Wellington
Land Ambulance
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Licenses, Permits and Rents	\$55,500	\$4,625	\$9,250	17%	\$46,250
Total Revenue	\$55,500	\$4,625	\$9,250	17%	\$46,250
Expenditures					
Transfer Payments	\$6,869,000	\$503,923	\$1,007,846	15%	\$5,861,154
Total Expenditures	\$6,869,000	\$503,923	\$1,007,846	15%	\$5,861,154
NET OPERATING COST / (REVENUE)	\$6,813,500	\$499,298	\$998,596	15%	\$5,814,904
Debt and Transfers					
Transfer to Reserves	\$2,655,500	\$2,655,500	\$2,655,500	100%	\$0
Total Debt and Transfers	\$2,655,500	\$2,655,500	\$2,655,500	100%	\$0
NET COST (REVENUE)	\$9,469,000	\$3,154,798	\$3,654,096	39%	\$5,814,904



County of Wellington

05-March-2025

Land Ambulance

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	LIFE-TO-DATE ACTUALS						
	Approved Budget	February Actual	Current Year	Previous Years	Total	% of Budget	Remaining Budget
County Led Projects							
Amb Station Feasibility Study	\$100,000	\$0	\$0	\$49,952	\$49,952	50%	\$50,048
Erin Ambulance Station	\$500,000	\$0	\$0	\$1,526	\$1,526	0%	\$498,474
Subtotal County Led Projects	\$600,000	\$0	\$0	\$51,478	\$51,478	9%	\$548,522
City Led Projects							
Ambulance Equipment	\$35,000	\$0	\$0	\$0	\$0	0%	\$35,000
Ambulance IT Implementations	\$85,000	\$0	\$0	\$0	\$0	0%	\$85,000
Ambulance Replacement	\$530,000	\$0	\$0	\$177,197	\$177,197	33%	\$352,803
Ambulance Station Property Acq	\$2,000,000	\$0	\$0	\$0	\$0	0%	\$2,000,000
Elmira Rd Station Upgrade	\$1,450,000	\$0	\$0	\$1,051,731	\$1,051,731	73%	\$398,269
Equipment Replacement	\$57,000	\$0	\$0	\$49,176	\$49,176	86%	\$7,824
Facilities Renewal	\$73,000	\$0	\$0	\$16,409	\$16,409	22%	\$56,591
Facility Renewal	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000
IT Replacements	\$87,000	\$0	\$0	\$43,373	\$43,373	50%	\$43,627
Replacement Ambulances	\$230,000	\$0	\$0	\$0	\$0	0%	\$230,000
Vehicle & Equipment (Growth)	\$182,000	\$0	\$0	\$109,018	\$109,018	60%	\$72,982
Vehicles & Equipment	\$300,000	\$0	\$0	\$0	\$0	0%	\$300,000
Vehicles, Equipment, Furniture	\$20,000	\$0	\$0	\$5,176	\$5,176	26%	\$14,824
Subtotal City Led Projects	\$5,149,000	\$0	\$0	\$1,452,079	\$1,452,079	28%	\$3,696,921
Total Land Ambulance	\$5,749,000	\$0	\$0	\$1,503,558	\$1,503,558	26%	\$4,245,442



County of Wellington
Public Health Unit
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Expenditures					
Transfer Payments	\$3,093,000	\$0	\$773,192	25%	\$2,319,808
Total Expenditures	\$3,093,000	\$0	\$773,192	25%	\$2,319,808
NET OPERATING COST / (REVENUE)	\$3,093,000	\$0	\$773,192	25%	\$2,319,808
NET COST (REVENUE)	\$3,093,000	\$0	\$773,192	25%	\$2,319,808



County of Wellington
Roads and Engineering
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Municipal Recoveries	\$1,335,900	\$473,684	\$473,764	35%	\$862,136
User Fees and Charges	\$1,491,000	\$421,003	\$471,878	32%	\$1,019,122
Sales Revenue	\$595,000	\$1,427	\$1,427	0%	\$593,573
Internal Recoveries	\$2,341,800	\$495,005	\$897,888	38%	\$1,443,912
Total Revenue	\$5,763,700	\$1,391,119	\$1,844,957	32%	\$3,918,743
Expenditures					
Salaries, Wages and Benefits	\$8,809,800	\$856,278	\$1,706,376	19%	\$7,103,424
Supplies, Material, Equipment	\$7,198,900	\$1,409,329	\$3,458,629	48%	\$3,740,271
Purchased Services	\$3,060,300	\$183,731	\$257,366	8%	\$2,802,934
Insurance and Financial	\$953,700	\$54,965	\$746,992	78%	\$206,708
Minor Capital Expenses	\$300,000	\$39,767	\$39,767	13%	\$260,233
Internal Charges	\$1,915,900	\$473,753	\$859,242	45%	\$1,056,658
Total Expenditures	\$22,238,600	\$3,017,823	\$7,068,372	32%	\$15,170,228
NET OPERATING COST / (REVENUE)	\$16,474,900	\$1,626,704	\$5,223,415	32%	\$11,251,485
Debt and Transfers					
Debt Charges	\$1,515,100	\$0	\$(40,595)	(3%)	\$1,555,695
Transfers from Reserves	\$(1,382,000)	\$0	\$0	0%	\$(1,382,000)
Transfer to Reserves	\$24,200,000	\$22,375,000	\$22,375,000	92%	\$1,825,000
Total Debt and Transfers	\$24,333,100	\$22,375,000	\$22,334,405	92%	\$1,998,695
NET COST (REVENUE)	\$40,808,000	\$24,001,704	\$27,557,820	68%	\$13,250,180



County of Wellington

07-March-2025

Roads and Engineering

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	LIFE-TO-DATE ACTUALS						
	Approved Budget	February Actual	Current Year	Previous Years	Total	% of Budget	Remaining Budget
Roads General							
2024 Radio Equipment Rpl	\$150,000	\$19,961	\$19,961	\$88,158	\$108,119	72%	\$41,881
2024 Roads Equipment	\$3,920,000	\$0	\$0	\$3,321,672	\$3,321,672	85%	\$598,328
2025 Roads Equipment	\$4,020,000	\$0	\$228,169	\$0	\$228,169	6%	\$3,791,831
2025 Various Facility Repairs	\$100,000	\$8,553	\$8,553	\$0	\$8,553	9%	\$91,447
Arthur Garage	\$16,800,000	\$891,340	\$891,340	\$11,978,103	\$12,869,443	77%	\$3,930,557
Elora Facility Rehabilitation	\$800,000	\$0	\$3,715	\$7,408	\$11,124	1%	\$788,876
Erin Garage	\$6,360,000	\$0	\$0	\$36,619	\$36,619	1%	\$6,323,381
Roads Radio Equipment	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
Subtotal Roads General	\$32,200,000	\$919,855	\$1,151,739	\$15,431,960	\$16,583,699	52%	\$15,616,301
Engineering							
2023 Speed Management	\$500,000	\$356	\$451	\$360,175	\$360,626	72%	\$139,374
2025 Municipal Drains	\$100,000	\$1,174	\$1,174	\$0	\$1,174	1%	\$98,826
2025 Road MAP Update/Area Plan	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
2025 Speed Management	\$200,000	\$0	\$0	\$0	\$0	0%	\$200,000
2025 SWMS Condition Study	\$300,000	\$0	\$0	\$0	\$0	0%	\$300,000
2025 Warranty Works	\$100,000	\$7,149	\$7,149	\$0	\$7,149	7%	\$92,851
Subtotal Engineering	\$1,250,000	\$8,680	\$8,774	\$360,175	\$368,949	30%	\$881,051
Growth Related Construction							
WR 124, Guelph to Whitelaw	\$6,995,000	\$7,681	\$7,681	\$5,445,519	\$5,453,200	78%	\$1,541,800
WR 18, Phase 2 Rehabilitation	\$5,940,000	\$25,176	\$25,176	\$1,247,537	\$1,272,713	21%	\$4,667,287
WR 7 @ 1st Line Roundabout	\$2,535,000	\$0	\$0	\$2,388,290	\$2,388,290	94%	\$146,710
WR 8 at WR 9, Roundabout	\$1,785,000	\$21,855	\$21,855	\$71,204	\$93,058	5%	\$1,691,942
WR 86, COG to ROW 7.9 km	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
WR124, Whitelaw Int to E of 32	\$50,000	\$0	\$0	\$9,680	\$9,680	19%	\$40,320
Subtotal Growth Related Constructi	\$17,355,000	\$54,712	\$54,712	\$9,162,229	\$9,216,941	53%	\$8,138,059



County of Wellington

07-March-2025

Roads and Engineering

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	LIFE-TO-DATE ACTUALS						
	Approved Budget	February Actual	Current Year	Previous Years	Total	% of Budget	Remaining Budget
Roads Construction							
Erin Linear Works	\$60,000	\$0	\$0	\$0	\$0	0%	\$60,000
WR 109 TEV to HAR 10km	\$3,200,000	\$0	\$0	\$2,663,148	\$2,663,148	83%	\$536,852
WR 123, Palmerston WR 5 to Hwy	\$1,010,000	\$104,304	\$104,304	\$234,763	\$339,067	34%	\$670,933
WR 123/Main St E & W, Palmerst	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
WR 124 at WR 25, Intersection	\$175,000	\$117,157	\$117,157	\$0	\$117,157	67%	\$57,843
WR 124, Land & Utility GET Rd1	\$8,000,000	\$916	\$916	\$4,770,240	\$4,771,157	60%	\$3,228,843
WR 124, Stage 2 Preparation	\$2,000,000	\$0	\$0	\$0	\$0	0%	\$2,000,000
WR 124, WR 24 to Ospringe 6km	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000
WR 18, Mill to Elora PS St Swr	\$1,150,000	\$0	\$0	\$984,886	\$984,886	86%	\$165,114
WR 25, WR 52 to WR 42, 7 km	\$10,750,000	\$1,799	\$1,799	\$3,192,156	\$3,193,955	30%	\$7,556,045
WR 42 at WR 24 Intersection	\$1,025,000	\$0	\$0	\$956,179	\$956,179	93%	\$68,821
WR 5, WR 123 to Lett St Minto	\$1,600,000	\$0	\$0	\$1,216,684	\$1,216,684	76%	\$383,316
WR 9, WR 109 to WR 8 (Perth) 5	\$2,025,000	\$7,496	\$7,496	\$30,452	\$37,948	2%	\$1,987,052
WR18 Geddes St Elora, RtnngWall	\$1,625,000	\$18,929	\$18,929	\$48,154	\$67,083	4%	\$1,557,917
Subtotal Roads Construction	\$32,770,000	\$250,601	\$250,601	\$14,096,663	\$14,347,264	44%	\$18,422,736
Bridges							
2025 Various Bridge Patches	\$250,000	\$0	\$0	\$0	\$0	0%	\$250,000
WR 109, CR Bridge 4, B109133	\$50,000	\$0	\$0	\$34,329	\$34,329	69%	\$15,671
WR 109, CR Bridge 5, C109123	\$5,100,000	\$0	\$0	\$0	\$0	0%	\$5,100,000
WR 109,CR Bridge 10 B109134	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
WR 109,CR Bridge 6 B109132	\$5,149,400	\$98,037	\$160,821	\$501,248	\$662,069	13%	\$4,487,331
WR 11, Flax Bridge B011025 Rep	\$1,150,000	\$0	\$0	\$171,037	\$171,037	15%	\$978,963
WR 11, Simmons Bridge (B011029	\$3,000,000	\$14,653	\$14,653	\$0	\$14,653	0%	\$2,985,347
WR 12, Bridge B012100 Replace	\$1,070,000	\$1,185	\$1,185	\$27,608	\$28,793	3%	\$1,041,207
WR 32, Blatchford Bridge, Repl	\$220,000	\$0	\$0	\$89,199	\$89,199	41%	\$130,801
WR 36, Bridge B036086, Replace	\$75,000	\$0	\$0	\$3,564	\$3,564	5%	\$71,436
WR 38, Bridge B038078, Replace	\$1,600,000	\$3,065	\$3,065	\$64,578	\$67,643	4%	\$1,532,357
WR 42, Bridge B042111, Rehab	\$650,000	\$0	\$0	\$529,375	\$529,375	81%	\$120,625
WR 5, Bramwell Bridge B005015	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000
WR 7, Bosworth Bridge, B007028	\$7,090,000	\$0	\$0	\$6,508,892	\$6,508,892	92%	\$581,108
Subtotal Bridges	\$25,554,400	\$116,941	\$179,724	\$7,929,829	\$8,109,553	32%	\$17,444,847



County of Wellington

07-March-2025

Roads and Engineering

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Culverts								
2025 Various Culvert Needs	\$200,000	\$0	\$0	\$0	\$0	0%	\$200,000	
WR 10, Clvrt C100970, Replace	\$50,000	\$0	\$0	\$30,824	\$30,824	62%	\$19,176	
WR 10, Clvrt C101000, Replace	\$1,050,000	\$3,111	\$3,111	\$23,645	\$26,756	3%	\$1,023,244	
WR 109, Clvrt C109142, Replace	\$550,000	\$0	\$0	\$59,314	\$59,314	11%	\$490,686	
WR 11, Clvrt C110930, Replace	\$125,000	\$0	\$0	\$0	\$0	0%	\$125,000	
WR 18, Culvert C180210, Liner	\$930,000	\$2,039	\$4,967	\$587,337	\$592,305	64%	\$337,695	
WR 22, Clvrt C220010, Replace	\$750,000	\$20,919	\$20,919	\$0	\$20,919	3%	\$729,081	
Subtotal Culverts	\$3,655,000	\$26,069	\$28,997	\$701,120	\$730,117	20%	\$2,924,883	
Roads Resurfacing								
2025 Pavement Preservation Pro	\$2,500,000	\$0	\$0	\$0	\$0	0%	\$2,500,000	
WR 124, 400m N of WR 23 to WR	\$110,000	\$0	\$0	\$0	\$0	0%	\$110,000	
WR 18, WR 7 to ROW boundary	\$110,000	\$0	\$0	\$31,418	\$31,418	29%	\$78,582	
WR 22, WR 26 to 300m S of WR24	\$5,650,000	\$0	\$0	\$4,874,061	\$4,874,061	86%	\$775,939	
WR 34, WR 33 to WR32, 2km	\$155,000	\$0	\$0	\$45,919	\$45,919	30%	\$109,081	
WR 35, WR 34 to Hamilton bound	\$3,275,000	\$0	\$0	\$0	\$0	0%	\$3,275,000	
WR 51, WR 86 to 800m E of WR 3	\$120,000	\$0	\$0	\$0	\$0	0%	\$120,000	
WR 52, WR 124 to WR 25	\$1,500,000	\$10,825	\$10,825	\$0	\$10,825	1%	\$1,489,175	
WR 7, Rothsay to Sideroad 3	\$1,775,000	\$4,370	\$4,370	\$10,530	\$14,900	1%	\$1,760,100	
WR 7, Rothsay to WR 11, 5.2 km	\$50,000	\$0	\$0	\$28,238	\$28,238	56%	\$21,762	
Subtotal Roads Resurfacing	\$15,245,000	\$15,195	\$15,195	\$4,990,167	\$5,005,362	33%	\$10,239,638	
Equipment								
Subtotal Equipment	\$0	\$0	\$0	\$0	\$0	0%	\$0	
Total Roads and Engineering	\$128,029,400	\$1,392,052	\$1,689,742	\$52,672,143	\$54,361,885	42 %	\$73,667,515	



County of Wellington
Solid Waste Services
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$1,063,200	\$7,600	\$3,751	0%	\$1,059,449
Municipal Recoveries	\$26,000	\$0	\$0	0%	\$26,000
Licenses, Permits and Rents	\$31,100	\$0	\$14,834	48%	\$16,266
User Fees and Charges	\$4,062,700	\$234,712	\$502,315	12%	\$3,560,385
Sales Revenue	\$103,900	\$933	\$1,683	2%	\$102,217
Internal Recoveries	\$794,300	\$131,960	\$131,960	17%	\$662,340
Total Revenue	\$6,081,200	\$375,204	\$654,544	11%	\$5,426,656
Expenditures					
Salaries, Wages and Benefits	\$3,622,300	\$298,135	\$610,649	17%	\$3,011,651
Supplies, Material, Equipment	\$1,348,900	\$52,626	\$185,725	14%	\$1,163,175
Purchased Services	\$8,630,300	\$146,231	\$172,275	2%	\$8,458,025
Insurance and Financial	\$398,700	\$34,054	\$215,792	54%	\$182,908
Internal Charges	\$952,700	\$143,902	\$152,419	16%	\$800,281
Total Expenditures	\$14,952,900	\$674,949	\$1,336,860	9%	\$13,616,040
NET OPERATING COST / (REVENUE)	\$8,871,700	\$299,745	\$682,316	8%	\$8,189,384
Debt and Transfers					
Transfers from Reserves	\$(308,300)	\$0	\$0	0%	\$(308,300)
Transfer to Reserves	\$2,050,000	\$2,050,000	\$2,050,000	100%	\$0
Total Debt and Transfers	\$1,741,700	\$2,050,000	\$2,050,000	118%	\$(308,300)
NET COST (REVENUE)	\$10,613,400	\$2,349,745	\$2,732,316	26%	\$7,881,084



County of Wellington

07-March-2025

Solid Waste Services

Capital Work-in-Progress Expenditures By Departments
All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
SWS Administration								
Waste Management Strategy	\$300,000	\$0	\$0	\$192,776	\$192,776	64 %	\$107,224	
Subtotal SWS Administration	\$300,000	\$0	\$0	\$192,776	\$192,776	64%	\$107,224	
Equipment								
2023 SWS Equipment	\$1,590,000	\$29,867	\$30,690	\$1,333,714	\$1,364,404	86 %	\$225,596	
2024 SWS Equipment	\$320,000	\$0	\$0	\$0	\$0	0 %	\$320,000	
2025 SWS Equipment	\$500,000	\$0	\$0	\$0	\$0	0 %	\$500,000	
Subtotal Equipment	\$2,410,000	\$29,867	\$30,690	\$1,333,714	\$1,364,404	57%	\$1,045,596	
Landfill and Transfer Stations								
Elora Remedial Work	\$25,000	\$0	\$0	\$0	\$0	0 %	\$25,000	
Elora Waste Facility Upgrade	\$3,970,000	\$28,822	\$4,645	\$238,622	\$243,267	6 %	\$3,726,733	
Mobile HHW Depot Replacement	\$30,000	\$0	\$0	\$0	\$0	0 %	\$30,000	
Riverstown Cell Dev PH2	\$870,000	\$0	\$0	\$598,326	\$598,326	69 %	\$271,674	
Riverstown Compliance Mitigati	\$500,000	\$0	\$0	\$1,984	\$1,984	0 %	\$498,016	
Riverstown: Leachate Syst Dev	\$2,600,000	\$0	\$0	\$131,029	\$131,029	5 %	\$2,468,971	
Rothsay Waste Facility Upgrade	\$900,000	\$0	\$0	\$88,106	\$88,106	10 %	\$811,894	
Site Imp: Road Maint	\$110,000	\$0	\$0	\$20,835	\$20,835	19 %	\$89,165	
Subtotal Landfill and Transfer Statio	\$9,005,000	\$28,822	\$4,645	\$1,078,903	\$1,083,548	12%	\$7,921,452	
Total Solid Waste Services	\$11,715,000	\$58,689	\$35,335	\$2,605,393	\$2,640,728	23 %	\$9,074,272	



County of Wellington
Planning
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$317,300	\$0	\$0	0%	\$317,300
Municipal Recoveries	\$409,100	\$20,520	\$34,985	9%	\$374,115
User Fees and Charges	\$1,298,800	\$42,010	\$64,320	5%	\$1,234,480
Total Revenue	\$2,025,200	\$62,530	\$99,305	5%	\$1,925,895
Expenditures					
Salaries, Wages and Benefits	\$3,072,700	\$235,379	\$469,436	15%	\$2,603,264
Supplies, Material, Equipment	\$41,800	\$835	\$1,986	5%	\$39,814
Purchased Services	\$701,800	\$29,798	\$37,188	5%	\$664,612
Transfer Payments	\$878,500	\$0	\$0	0%	\$878,500
Insurance and Financial	\$57,500	\$4,360	\$7,587	13%	\$49,913
Internal Charges	\$21,600	\$246	\$1,348	6%	\$20,252
Total Expenditures	\$4,773,900	\$270,617	\$517,545	11%	\$4,256,355
NET OPERATING COST / (REVENUE)	\$2,748,700	\$208,087	\$418,240	15%	\$2,330,460
Debt and Transfers					
Transfer to Reserves	\$10,000	\$10,000	\$10,000	100%	\$0
Total Debt and Transfers	\$10,000	\$10,000	\$10,000	100%	\$0
NET COST (REVENUE)	\$2,758,700	\$218,087	\$428,240	16%	\$2,330,460



County of Wellington

05-March-2025

Planning

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS			% of Budget	Remaining Budget
			Current Year	Previous Years	Total		
Planning and Trails							
Economic Development Area Sty	\$280,000	\$0	\$0	\$14,861	\$14,861	5%	\$265,139
Official Plan / MCR Update	\$825,000	\$52,218	\$52,218	\$519,559	\$571,777	69%	\$253,223
Official Plan Rev/Update	\$460,000	\$0	\$0	\$0	\$0	0%	\$460,000
Subtotal Planning and Trails	\$1,565,000	\$52,218	\$52,218	\$534,419	\$586,637	37%	\$978,363
Climate Change Initiatives							
Adaptation Plan	\$280,000	\$0	\$0	\$57,749	\$57,749	21%	\$222,251
Community EV Infrastructure	\$100,000	\$0	\$0	\$11,607	\$11,607	12%	\$88,393
Corporate Building Audits	\$100,000	\$0	\$0	\$94,433	\$94,433	94%	\$5,567
Corporate EV Infrastructure	\$70,000	\$0	\$0	\$0	\$0	0%	\$70,000
County Facility Submetering	\$25,000	\$0	\$0	\$25,236	\$25,236	101%	-\$236
Energy Management Software	\$75,000	\$0	\$0	\$68,567	\$68,567	91%	\$6,433
Green Development Standards	\$100,000	\$0	\$0	\$80,013	\$80,013	80%	\$19,987
Home Energy Retrofit Programme	\$310,000	\$0	\$0	\$232,977	\$232,977	75%	\$77,023
Pathway to Net Zero - County C	\$150,000	\$0	\$0	\$0	\$0	0%	\$150,000
Subtotal Climate Change Initiatives	\$1,210,000	\$0	\$0	\$570,583	\$570,583	47%	\$639,417
Total Planning	\$2,775,000	\$52,218	\$52,218	\$1,105,002	\$1,157,220	42 %	\$1,617,780



County of Wellington
Green Legacy
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Sales Revenue	\$7,000	\$890	\$1,085	15%	\$5,915
Other Revenue	\$2,000	\$0	\$200	10%	\$1,800
Total Revenue	\$9,000	\$890	\$1,285	14%	\$7,715
Expenditures					
Salaries, Wages and Benefits	\$781,300	\$44,809	\$88,285	11%	\$693,015
Supplies, Material, Equipment	\$106,300	\$4,597	\$10,580	10%	\$95,720
Purchased Services	\$75,600	\$2,756	\$4,280	6%	\$71,320
Insurance and Financial	\$33,700	\$1,087	\$18,709	56%	\$14,991
Minor Capital Expenses	\$12,000	\$0	\$0	0%	\$12,000
Internal Charges	\$28,000	\$2,653	\$3,576	13%	\$24,424
Total Expenditures	\$1,036,900	\$55,902	\$125,430	12%	\$911,470
NET OPERATING COST / (REVENUE)	\$1,027,900	\$55,012	\$124,146	12%	\$903,754
Debt and Transfers					
Transfers from Reserves	\$(12,000)	\$0	\$0	0%	\$(12,000)
Transfer to Reserves	\$90,000	\$90,000	\$90,000	100%	\$0
Total Debt and Transfers	\$78,000	\$90,000	\$90,000	115%	\$(12,000)
NET COST (REVENUE)	\$1,105,900	\$145,012	\$214,146	19%	\$891,754



County of Wellington

05-March-2025

Green Legacy

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Bradford Whitcombe PropRetrofi	\$50,000	\$0	\$0	\$14,070	\$14,070	28 %	\$35,930	
Green Legacy Pick up Replaceme	\$85,000	\$0	\$0	\$0	\$0	0 %	\$85,000	
Total Green Legacy	\$135,000	\$0	\$0	\$14,070	\$14,070	10 %	\$120,930	



County of Wellington
Emergency Management
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Expenditures					
Salaries, Wages and Benefits	\$506,100	\$32,926	\$63,988	13%	\$442,112
Supplies, Material, Equipment	\$21,800	\$582	\$1,215	6%	\$20,585
Purchased Services	\$238,900	\$109,430	\$137,595	58%	\$101,305
Transfer Payments	\$160,700	\$0	\$0	0%	\$160,700
Insurance and Financial	\$14,500	\$684	\$3,961	27%	\$10,539
Internal Charges	\$1,500	\$0	\$0	0%	\$1,500
Total Expenditures	\$943,500	\$143,622	\$206,759	22%	\$736,741
NET OPERATING COST / (REVENUE)	\$943,500	\$143,622	\$206,759	22%	\$736,741
Debt and Transfers					
Transfer to Reserves	\$30,000	\$30,000	\$30,000	100%	\$0
Total Debt and Transfers	\$30,000	\$30,000	\$30,000	100%	\$0
NET COST (REVENUE)	\$973,500	\$173,622	\$236,759	24%	\$736,741



County of Wellington
Police Services
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$447,300	\$0	\$0	0%	\$447,300
Licenses, Permits and Rents	\$129,800	\$10,550	\$21,200	16%	\$108,600
Fines and Penalties	\$132,000	\$(6,412)	\$25,916	20%	\$106,084
User Fees and Charges	\$90,000	\$0	\$0	0%	\$90,000
Other Revenue	\$19,500	\$885	\$1,834	9%	\$17,666
Total Revenue	\$818,600	\$5,023	\$48,949	6%	\$769,651
Expenditures					
Salaries, Wages and Benefits	\$181,000	\$15,525	\$30,165	17%	\$150,835
Supplies, Material, Equipment	\$99,400	\$7,399	\$14,272	14%	\$85,128
Purchased Services	\$980,100	\$90,668	\$120,867	12%	\$859,233
Transfer Payments	\$18,036,000	\$1,583,192	\$3,111,384	17%	\$14,924,616
Insurance and Financial	\$25,800	\$3,176	\$19,044	74%	\$6,756
Minor Capital Expenses	\$18,000	\$0	\$0	0%	\$18,000
Internal Charges	\$34,600	\$127	\$332	1%	\$34,268
Total Expenditures	\$19,374,900	\$1,700,088	\$3,296,064	17%	\$16,078,836
NET OPERATING COST / (REVENUE)	\$18,556,300	\$1,695,065	\$3,247,115	17%	\$15,309,185
Debt and Transfers					
Transfers from Reserves	\$(18,000)	\$0	\$0	0%	\$(18,000)
Transfer to Reserves	\$380,000	\$380,000	\$380,000	100%	\$0
Total Debt and Transfers	\$362,000	\$380,000	\$380,000	105%	\$(18,000)
NET COST (REVENUE)	\$18,918,300	\$2,075,065	\$3,627,115	19%	\$15,291,185



County of Wellington

05-March-2025

Police Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Aboyne OPP: Interior Upgrades	\$55,000	\$0	\$0	\$0	\$0	0%	\$55,000	
New OPP Vehicle	\$45,000	\$40,622	\$40,622	\$0	\$40,622	90%	\$4,378	
Total Police Services	\$100,000	\$40,622	\$40,622	\$0	\$40,622	41%	\$59,378	



County of Wellington
Library Services
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$141,500	\$0	\$0	0%	\$141,500
Municipal Recoveries	\$52,000	\$0	\$0	0%	\$52,000
Licenses, Permits and Rents	\$56,100	\$1,922	\$11,443	20%	\$44,657
User Fees and Charges	\$37,100	\$3,126	\$6,394	17%	\$30,706
Sales Revenue	\$11,800	\$1,359	\$2,562	22%	\$9,238
Other Revenue	\$7,800	\$485	\$1,100	14%	\$6,700
Total Revenue	\$306,300	\$6,892	\$21,500	7%	\$284,800
Expenditures					
Salaries, Wages and Benefits	\$6,256,500	\$496,276	\$1,011,884	16%	\$5,244,616
Supplies, Material, Equipment	\$1,090,100	\$120,171	\$158,204	15%	\$931,896
Purchased Services	\$1,430,500	\$263,661	\$387,660	27%	\$1,042,840
Insurance and Financial	\$170,500	\$10,847	\$76,062	45%	\$94,438
Internal Charges	\$25,700	\$1,269	\$2,534	10%	\$23,166
Total Expenditures	\$8,973,300	\$892,225	\$1,636,344	18%	\$7,336,956
NET OPERATING COST / (REVENUE)	\$8,667,000	\$885,333	\$1,614,844	19%	\$7,052,156
Debt and Transfers					
Debt Charges	\$316,000	\$0	\$(2,318)	(1%)	\$318,318
Transfers from Reserves	\$(85,000)	\$0	\$0	0%	\$(85,000)
Transfer to Reserves	\$740,000	\$740,000	\$740,000	100%	\$0
Total Debt and Transfers	\$971,000	\$740,000	\$737,682	76%	\$233,318
NET COST (REVENUE)	\$9,638,000	\$1,625,333	\$2,352,526	24%	\$7,285,474



County of Wellington

05-March-2025

Library Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Facility Improvements								
2024 Library Building Retrof	\$125,000	\$0	\$0	\$95,008	\$95,008	76 %	\$29,992	
Elora Branch: Elevator Modern	\$250,000	\$0	\$0	\$3,305	\$3,305	1 %	\$246,695	
Erin Branch: New Construction	\$12,890,000	\$165,454	\$165,454	\$6,242,110	\$6,407,564	50 %	\$6,482,436	
Puslinch Branch: Parking Lot	\$90,000	\$54,223	\$54,223	\$5,758	\$59,981	67 %	\$30,019	
Subtotal Facility Improvements	\$13,355,000	\$219,677	\$219,677	\$6,346,180	\$6,565,857	49%	\$6,789,143	
Programming								
2024 Branch Improvements FFE	\$30,000	\$1,884	\$1,884	\$25,584	\$27,467	92 %	\$2,533	
2025 Branch Improvements FFE	\$30,000	\$0	\$0	\$0	\$0	0 %	\$30,000	
2025 Collection Enhancement	\$55,000	\$0	\$0	\$0	\$0	0 %	\$55,000	
2025 Library Building Retrofit	\$155,000	\$0	\$0	\$0	\$0	0 %	\$155,000	
Arthur Branch: Security System	\$30,000	\$0	\$0	\$0	\$0	0 %	\$30,000	
Circulating/Programming Techno	\$35,000	\$0	\$0	\$0	\$0	0 %	\$35,000	
Clifford Branch: Roof Replace	\$90,000	\$0	\$0	\$0	\$0	0 %	\$90,000	
Courier Van Replacement	\$90,000	\$0	\$47,259	\$46,770	\$94,030	104 %	-\$4,030	
Library Master Plan	\$50,000	\$0	\$0	\$0	\$0	0 %	\$50,000	
Subtotal Programming	\$565,000	\$1,884	\$49,143	\$72,354	\$121,497	22%	\$443,503	
Total Library Services	\$13,920,000	\$221,561	\$268,820	\$6,418,534	\$6,687,354	48 %	\$7,232,646	



County of Wellington
Ontario Works
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$25,034,700	\$4,495,892	\$4,495,892	18%	\$20,538,808
Municipal Recoveries	\$3,980,800	\$218,226	\$512,998	13%	\$3,467,802
Internal Recoveries	\$20,000	\$4,062	\$7,162	36%	\$12,838
Total Revenue	\$29,035,500	\$4,718,180	\$5,016,052	17%	\$24,019,448
Expenditures					
Salaries, Wages and Benefits	\$6,408,600	\$444,484	\$974,411	15%	\$5,434,189
Supplies, Material, Equipment	\$191,100	\$12,037	\$19,738	10%	\$171,362
Purchased Services	\$442,700	\$53,690	\$71,155	16%	\$371,545
Social Assistance	\$21,349,200	\$1,896,393	\$3,798,540	18%	\$17,550,660
Transfer Payments	\$210,400	\$29,800	\$83,386	40%	\$127,014
Insurance and Financial	\$132,200	\$10,665	\$19,005	14%	\$113,195
Minor Capital Expenses	\$13,000	\$0	\$0	0%	\$13,000
Internal Charges	\$1,656,000	\$140,756	\$280,115	17%	\$1,375,885
Total Expenditures	\$30,403,200	\$2,587,826	\$5,246,349	17%	\$25,156,851
NET OPERATING COST / (REVENUE)	\$1,367,700	\$(2,130,354)	\$230,297	17%	\$1,137,404
Debt and Transfers					
Transfer to Reserves	\$20,000	\$20,000	\$20,000	100%	\$0
Total Debt and Transfers	\$20,000	\$20,000	\$20,000	100%	\$0
NET COST (REVENUE)	\$1,387,700	\$(2,110,354)	\$250,297	18%	\$1,137,404



County of Wellington
Children's Early Years
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$90,641,700	\$11,390,928	\$11,390,928	13%	\$79,250,772
Municipal Recoveries	\$3,698,800	\$23,612	\$442,454	12%	\$3,256,346
Licenses, Permits and Rents	\$16,300	\$1,358	\$2,715	17%	\$13,585
User Fees and Charges	\$889,800	\$63,266	\$153,033	17%	\$736,767
Other Revenue	\$55,000	\$0	\$1,637	3%	\$53,363
Internal Recoveries	\$0	\$1,578	\$1,578	0%	\$(1,578)
Total Revenue	\$95,301,600	\$11,480,742	\$11,992,346	13%	\$83,309,254
Expenditures					
Salaries, Wages and Benefits	\$10,570,300	\$830,935	\$1,654,757	16%	\$8,915,543
Supplies, Material, Equipment	\$602,700	\$25,171	\$49,612	8%	\$553,088
Purchased Services	\$1,058,800	\$152,381	\$183,918	17%	\$874,882
Social Assistance	\$82,494,800	\$4,757,426	\$9,924,885	12%	\$72,569,915
Insurance and Financial	\$247,100	\$18,162	\$35,833	15%	\$211,267
Minor Capital Expenses	\$27,000	\$0	\$0	0%	\$27,000
Internal Charges	\$1,565,700	\$129,862	\$258,145	16%	\$1,307,555
Total Expenditures	\$96,566,400	\$5,913,938	\$12,107,151	13%	\$84,459,249
NET OPERATING COST / (REVENUE)	\$1,264,800	\$(5,566,805)	\$114,805	9%	\$1,149,995
Debt and Transfers					
Transfer to Reserves	\$179,200	\$0	\$0	0%	\$179,200
Total Debt and Transfers	\$179,200	\$0	\$0	0%	\$179,200
NET COST (REVENUE)	\$1,444,000	\$(5,566,805)	\$114,805	8%	\$1,329,195



County of Wellington
Social Housing
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$9,541,800	\$2,097,406	\$2,175,097	23%	\$7,366,703
Municipal Recoveries	\$25,236,200	\$2,756,056	\$4,457,531	18%	\$20,778,669
Licenses, Permits and Rents	\$6,845,800	\$610,316	\$1,143,034	17%	\$5,702,766
User Fees and Charges	\$18,200	\$12,298	\$13,104	72%	\$5,096
Other Revenue	\$349,200	\$22,171	\$43,191	12%	\$306,009
Internal Recoveries	\$149,500	\$18,847	\$18,847	13%	\$130,653
Total Revenue	\$42,140,700	\$5,517,094	\$7,850,804	19%	\$34,289,896
Expenditures					
Salaries, Wages and Benefits	\$6,775,400	\$457,570	\$973,327	14%	\$5,802,073
Supplies, Material, Equipment	\$722,700	\$100,554	\$76,398	11%	\$646,302
Purchased Services	\$9,477,200	\$891,817	\$1,225,458	13%	\$8,251,742
Social Assistance	\$27,906,000	\$1,667,252	\$5,919,636	21%	\$21,986,364
Insurance and Financial	\$667,700	\$476,866	\$491,923	74%	\$175,777
Internal Charges	\$1,099,400	\$89,329	\$179,868	16%	\$919,532
Total Expenditures	\$46,648,400	\$3,683,387	\$8,866,609	19%	\$37,781,791
NET OPERATING COST / (REVENUE)	\$4,507,700	\$(1,833,707)	\$1,015,805	23%	\$3,491,895
Debt and Transfers					
Transfers from Reserves	\$(37,500)	\$(44,922)	\$(44,922)	120%	\$7,422
Transfer to Reserves	\$1,500,000	\$1,500,000	\$1,500,000	100%	\$0
Total Debt and Transfers	\$1,462,500	\$1,455,078	\$1,455,078	99%	\$7,422
NET COST (REVENUE)	\$5,970,200	\$(378,629)	\$2,470,884	41%	\$3,499,316



County of Wellington
County Affordable Housing
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$172,500	\$0	\$0	0%	\$172,500
Licenses, Permits and Rents	\$1,362,800	\$115,587	\$230,505	17%	\$1,132,295
User Fees and Charges	\$23,000	\$1,900	\$4,140	18%	\$18,860
Total Revenue	\$1,558,300	\$117,487	\$234,645	15%	\$1,323,655
Expenditures					
Salaries, Wages and Benefits	\$130,600	\$2,983	\$5,384	4%	\$125,216
Supplies, Material, Equipment	\$142,700	\$23,932	\$20,569	14%	\$122,131
Purchased Services	\$808,300	\$95,366	\$127,351	16%	\$680,949
Insurance and Financial	\$75,500	\$68,474	\$68,511	91%	\$6,989
Internal Charges	\$132,600	\$22,090	\$22,090	17%	\$110,510
Total Expenditures	\$1,289,700	\$212,845	\$243,906	19%	\$1,045,794
NET OPERATING COST / (REVENUE)	\$(268,600)	\$95,358	\$9,260	(3%)	\$(277,860)
Debt and Transfers					
Debt Charges	\$172,500	\$0	\$(3,528)	(2%)	\$176,028
Transfer to Reserves	\$1,516,700	\$1,400,000	\$1,400,000	92%	\$116,700
Total Debt and Transfers	\$1,689,200	\$1,400,000	\$1,396,473	83%	\$292,728
NET COST (REVENUE)	\$1,420,600	\$1,495,358	\$1,405,733	99%	\$14,867



County of Wellington

07-March-2025

Social Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS			% of Budget	Remaining Budget
			Current Year	Previous Years	Total		
Ontario Works							
129 Wyndham Renovations	\$500,000	\$41,252	\$41,252	\$293,177	\$334,429	67%	\$165,571
138 Wyndham: HVAC Replacements	\$475,000	\$0	\$0	\$207,667	\$207,667	44%	\$267,333
2025 129 Wyndham: Interior Ren	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
Fergus OW: Roof Replacement	\$101,000	\$0	\$0	\$0	\$0	0%	\$101,000
Subtotal Ontario Works	\$1,126,000	\$41,252	\$41,252	\$500,844	\$542,095	48%	\$583,905
Children's Early Years							
133 Wyndham: Interior Upgrades	\$35,000	\$0	\$0	\$0	\$0	0%	\$35,000
Billing and Waitlist Software	\$125,000	\$0	\$0	\$0	\$0	0%	\$125,000
Mount Forest: Generator	\$204,000	\$1,957	\$58,434	\$44,683	\$103,118	51%	\$100,882
Wellington Place: Generator	\$168,000	\$1,612	\$52,492	\$36,059	\$88,551	53%	\$79,449
Willowdale: Generator	\$145,000	\$1,391	\$37,516	\$31,714	\$69,230	48%	\$75,770
Subtotal Children's Early Years	\$677,000	\$4,961	\$148,443	\$112,457	\$260,899	39%	\$416,101



County of Wellington

07-March-2025

Social Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS			% of Budget	Remaining Budget
			Current Year	Previous Years	Total		
Social Housing							
110 Edward Windows Replacement	\$105,000	\$0	\$0	\$0	\$0	0%	\$105,000
130 Grange Electric Heat Conv	\$1,455,000	\$58,522	\$103,577	\$30,448	\$134,025	9%	\$1,320,975
130 Grange Generator Install	\$350,000	\$0	\$0	\$0	\$0	0%	\$350,000
130 Grange Light/Clng/Rcrc	\$245,000	\$35,950	\$35,950	\$238,615	\$274,565	112%	-\$29,565
130 Grange Parking Lot	\$440,000	\$0	\$0	\$4,477	\$4,477	1%	\$435,523
133 Frederick Window Replaceme	\$75,000	\$0	\$0	\$0	\$0	0%	\$75,000
138 Wyndham: HVAC: Heat Cirula	\$30,000	\$0	\$0	\$0	\$0	0%	\$30,000
138 Wyndham: Renovations	\$254,000	\$0	\$0	\$0	\$0	0%	\$254,000
14 Centre Window Replacement	\$150,000	\$0	\$0	\$0	\$0	0%	\$150,000
2023 Accessible Unit Reno	\$2,090,000	\$0	\$9,184	\$661,249	\$670,433	32%	\$1,419,567
2024 GHG Initiatives	\$210,000	\$0	\$0	\$3,460	\$3,460	2%	\$206,540
2025 Appliance Replacements	\$115,000	\$20,959	\$20,959	\$0	\$20,959	18%	\$94,041
2025 GHG Initiatives	\$250,000	\$0	\$0	\$0	\$0	0%	\$250,000
2025 Housing Building Retrofit	\$223,000	\$0	\$0	\$0	\$0	0%	\$223,000
2025 Housing Sites IT Replacem	\$25,000	\$0	\$0	\$0	\$0	0%	\$25,000
2025 Various Bathroom Replacem	\$190,000	\$0	\$0	\$0	\$0	0%	\$190,000
2025 Various Kitchen Replaceme	\$335,000	\$0	\$0	\$0	\$0	0%	\$335,000
212 Whites Elevator Modernizat	\$11,000	\$0	\$0	\$0	\$0	0%	\$11,000
212 Whites Lghtng/Clng/Rcrc	\$150,000	\$0	\$0	\$135,977	\$135,977	91%	\$14,023
212 Whites Windows/Doors/Side	\$260,000	\$0	\$0	\$0	\$0	0%	\$260,000
22 Church & 235 Egremont Elect	\$40,000	\$0	\$0	\$0	\$0	0%	\$40,000
229 Dublin Carport Ceiling Rep	\$20,000	\$0	\$0	\$0	\$0	0%	\$20,000
229 Dublin Corridor Improvemen	\$310,000	\$0	\$0	\$0	\$0	0%	\$310,000
229 Dublin Electric Heat Conv	\$1,609,000	\$0	\$0	\$0	\$0	0%	\$1,609,000
232 Delhi Lights/Ceiling/Recrc	\$215,000	\$60,473	\$60,473	\$130,716	\$191,190	89%	\$23,810
235 Egremont Windows Replaceme	\$85,000	\$0	\$0	\$0	\$0	0%	\$85,000
263 Speedvale Ltg/Clnb/Rcrc	\$300,000	\$3,562	\$3,562	\$11,922	\$15,483	5%	\$284,517
263 Speedvale MUA Installation	\$25,000	\$0	\$0	\$13,203	\$13,203	53%	\$11,797
263 Speedvale Roof Rpl	\$965,000	\$0	\$268,077	\$485,004	\$753,081	78%	\$211,919
263 Speedvale Unit Panel Repl	\$265,000	\$5,353	\$5,353	\$1,119	\$6,472	2%	\$258,528
263 Speedvale Window Replace	\$437,400	\$0	\$0	\$397,729	\$397,729	91%	\$39,671
32 Hadati Lght/Clng/Rcrg Repl	\$330,000	\$26,898	\$26,898	\$278,177	\$305,075	92%	\$24,925
33 Marlborough Parking Lot Rep	\$155,000	\$0	\$0	\$0	\$0	0%	\$155,000
33 Marlborough Roofing Replace	\$1,015,000	\$0	\$0	\$836,220	\$836,220	82%	\$178,780
360 Derby Windows/Doors/Side	\$135,000	\$0	\$0	\$0	\$0	0%	\$135,000



County of Wellington

07-March-2025

Social Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	LIFE-TO-DATE ACTUALS						
	Approved Budget	February Actual	Current Year	Previous Years	Total	% of Budget	Remaining Budget
387 Waterloo Roofing Repl	\$1,420,000	\$0	\$0	\$1,244,163	\$1,244,163	88 %	\$175,837
411 Waterloo Roofing Repl.	\$1,093,000	\$0	\$0	\$600,588	\$600,588	55 %	\$492,412
440 King Roof Replacement	\$0	\$19,970	\$19,970	\$0	\$19,970	0 %	-\$19,970
450 Albert Elevator Modernizat	\$11,000	\$0	\$0	\$0	\$0	0 %	\$11,000
450 Albert Recirc Line Replace	\$165,000	\$21,847	\$21,847	\$203,380	\$225,227	137 %	-\$60,227
51 John Corridor Improvements	\$166,000	\$0	\$0	\$0	\$0	0 %	\$166,000
51 John St Window Replacement	\$150,000	\$0	\$0	\$0	\$0	0 %	\$150,000
576 Woolwich Common Space Floo	\$140,000	\$0	\$0	\$0	\$0	0 %	\$140,000
65 Delhi Parking Lot Top Coat	\$40,000	\$0	\$0	\$0	\$0	0 %	\$40,000
65 Delhi Renovations	\$10,605,000	\$663,172	\$193,488	\$9,058,613	\$9,252,101	87 %	\$1,352,899
Algonquin/Ferndale Site Dev Ph	\$30,000	\$0	\$0	\$0	\$0	0 %	\$30,000
COCHI Community Housing Init	\$7,536,300	\$4,113	\$233,401	\$4,698,814	\$4,932,214	65 %	\$2,604,086
County Corridor Handrail Rpl	\$280,000	\$0	\$0	\$206,032	\$206,032	74 %	\$73,968
Electrical Switchgear Replacem	\$100,000	\$0	\$0	\$0	\$0	0 %	\$100,000
OPHI Ont Priorities Housing In	\$5,395,100	\$0	\$0	\$2,249,245	\$2,249,245	42 %	\$3,145,855
Scattered Hadati Driveway Repa	\$55,000	\$0	\$0	\$0	\$0	0 %	\$55,000
Stepping Stone Capital Grant	\$6,568,000	\$0	\$0	\$1,568,548	\$1,568,548	24 %	\$4,999,452
Vancouver / Edmonton Full Reno	\$590,000	\$0	\$0	\$260,800	\$260,800	44 %	\$329,200
Various Camera Installations	\$550,000	\$0	\$67,191	\$28,166	\$95,357	17 %	\$454,643
Various Unit Door/Fob Replace	\$2,665,000	\$0	\$0	\$0	\$0	0 %	\$2,665,000
Subtotal Social Housing	\$50,428,800	\$920,819	\$1,069,930	\$23,346,666	\$24,416,596	48%	\$26,012,204
Affordable Housing							
165 - 169 Security Upgrades	\$690,000	\$0	\$0	\$59,235	\$59,235	9 %	\$630,765
169 Gordon St FOB System	\$40,000	\$0	\$0	\$24,012	\$24,012	60 %	\$15,988
2024 Affordable Housing Retrof	\$45,000	\$0	\$0	\$33,226	\$33,226	74 %	\$11,774
2025 Affordable Housing Retrof	\$55,000	\$0	\$0	\$0	\$0	0 %	\$55,000
Subtotal Affordable Housing	\$830,000	\$0	\$0	\$116,472	\$116,472	14%	\$713,528
Total Social Services	\$53,061,800	\$967,032	\$1,259,624	\$24,076,438	\$25,336,063	48 %	\$27,725,737



County of Wellington
Long-Term Care Homes
Statement of Operations as of
28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$15,720,600	\$1,467,801	\$2,667,757	17%	\$13,052,843
User Fees and Charges	\$5,207,700	\$426,939	\$855,205	16%	\$4,352,495
Sales Revenue	\$56,700	\$4,748	\$9,630	17%	\$47,070
Other Revenue	\$50,000	\$805	\$1,935	4%	\$48,065
Total Revenue	\$21,035,000	\$1,900,294	\$3,534,528	17%	\$17,500,472
Expenditures					
Salaries, Wages and Benefits	\$25,090,400	\$2,018,538	\$4,040,204	16%	\$21,050,196
Supplies, Material, Equipment	\$1,959,000	\$117,401	\$258,600	13%	\$1,700,400
Purchased Services	\$1,624,500	\$170,601	\$244,803	15%	\$1,379,697
Insurance and Financial	\$548,500	\$44,648	\$145,005	26%	\$403,495
Internal Charges	\$1,435,400	\$118,333	\$237,022	17%	\$1,198,378
Total Expenditures	\$30,657,800	\$2,469,521	\$4,925,634	16%	\$25,732,166
NET OPERATING COST / (REVENUE)	\$9,622,800	\$569,227	\$1,391,107	14%	\$8,231,693
Debt and Transfers					
Debt Charges	\$1,713,000	\$856,527	\$819,601	48%	\$893,399
Transfer to Reserves	\$250,000	\$250,000	\$250,000	100%	\$0
Total Debt and Transfers	\$1,963,000	\$1,106,527	\$1,069,601	54%	\$893,399
NET COST (REVENUE)	\$11,585,800	\$1,675,755	\$2,460,708	21%	\$9,125,092



County of Wellington

07-March-2025

Long-Term Care Homes

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Facility Improvements								
COVID - 19 WT Humidity Levels	\$415,000	\$0	\$0	\$356,585	\$356,585	86 %	\$58,415	
Outdoor Refresh - Staff Area	\$40,000	\$0	\$0	\$0	\$0	0 %	\$40,000	
Terrace Outdoor Garden Refresh	\$100,000	\$0	\$0	\$22,739	\$22,739	23 %	\$77,261	
WT Building Upgrades and Repai	\$450,000	\$0	\$0	\$0	\$0	0 %	\$450,000	
Subtotal Facility Improvements	\$1,005,000	\$0	\$0	\$379,324	\$379,324	38%	\$625,676	
Equipment and Technology								
2024 Nutritional Services Equi	\$50,000	\$0	\$0	\$34,203	\$34,203	68 %	\$15,797	
2025 Nursing Equip Replacement	\$110,000	\$0	\$0	\$0	\$0	0 %	\$110,000	
2025 Nutritional Services Equi	\$50,000	\$0	\$0	\$0	\$0	0 %	\$50,000	
2025 Tablet Replacements	\$40,000	\$0	\$0	\$0	\$0	0 %	\$40,000	
2025 WT Building Retrofits	\$50,000	\$0	\$0	\$0	\$0	0 %	\$50,000	
Air Handling Unit Upgrades	\$850,000	\$3,404	\$3,404	\$0	\$3,404	0 %	\$846,596	
Telecommunications Upgrades	\$200,000	\$0	\$0	\$0	\$0	0 %	\$200,000	
Wireless Phone Replacements	\$230,000	\$2,239	\$2,239	\$193,193	\$195,432	85 %	\$34,568	
Subtotal Equipment and Technology	\$1,580,000	\$5,643	\$5,643	\$227,396	\$233,039	15%	\$1,346,961	
Total Long-Term Care Homes	\$2,585,000	\$5,643	\$5,643	\$606,720	\$612,363	24 %	\$1,972,637	



County of Wellington
Economic Development
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$16,300	\$0	\$0	0%	\$16,300
User Fees and Charges	\$24,000	\$0	\$2,175	9%	\$21,825
Internal Recoveries	\$109,800	\$19,999	\$19,999	18%	\$89,801
Total Revenue	\$150,100	\$19,999	\$22,174	15%	\$127,926
Expenditures					
Salaries, Wages and Benefits	\$1,123,400	\$84,697	\$166,870	15%	\$956,530
Supplies, Material, Equipment	\$47,300	\$3,507	\$4,167	9%	\$43,133
Purchased Services	\$311,200	\$37,167	\$42,896	14%	\$268,304
Transfer Payments	\$405,500	\$55,000	\$55,000	14%	\$350,500
Insurance and Financial	\$21,500	\$1,698	\$2,855	13%	\$18,645
Internal Charges	\$8,000	\$0	\$3	0%	\$7,997
Total Expenditures	\$1,916,900	\$182,069	\$271,791	14%	\$1,645,109
NET OPERATING COST / (REVENUE)	\$1,766,800	\$162,070	\$249,618	14%	\$1,517,182
NET COST (REVENUE)	\$1,766,800	\$162,070	\$249,618	14%	\$1,517,182



County of Wellington
Transportation Services
 Statement of Operations as of
 28 Feb 2025

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$420,000	\$0	\$0	0%	\$420,000
User Fees and Charges	\$114,600	\$6,704	\$6,704	6%	\$107,896
Total Revenue	\$534,600	\$6,704	\$6,704	1%	\$527,896
Expenditures					
Purchased Services	\$914,700	\$50,760	\$42,750	5%	\$871,950
Internal Charges	\$107,800	\$19,999	\$19,999	19%	\$87,801
Total Expenditures	\$1,022,500	\$70,759	\$62,749	6%	\$959,751
NET OPERATING COST / (REVENUE)	\$487,900	\$64,055	\$56,045	11%	\$431,855
NET COST (REVENUE)	\$487,900	\$64,055	\$56,045	11%	\$431,855



County of Wellington

05-March-2025

Economic Development

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2025

	Approved Budget	February Actual	LIFE-TO-DATE ACTUALS				% of Budget	Remaining Budget
			Current Year	Previous Years	Total			
Customer Relationship Manageme	\$40,000	\$0	\$0	\$0	\$0	0%	\$40,000	
Total Economic Development	\$40,000	\$0	\$0	\$0	\$0	0%	\$40,000	



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Ken DeHart, County Treasurer
Date: Tuesday, March 18, 2025
Subject: **Development Charge Reserve Fund Statement as of December 31, 2024-REVISED**

Background:

Section 43 of the *Development Charges Act, 1997* as amended by O.Reg. 428/15 through Bill 73, requires the Treasurer of a municipality to provide Council, the public and the Ministry of Municipal Affairs and Housing (as requested) with an annual financial statement relating to development charge (DC) by-laws and reserve funds. Attached are the County's DC financial statements as of December 31, 2024.

DC Collections:

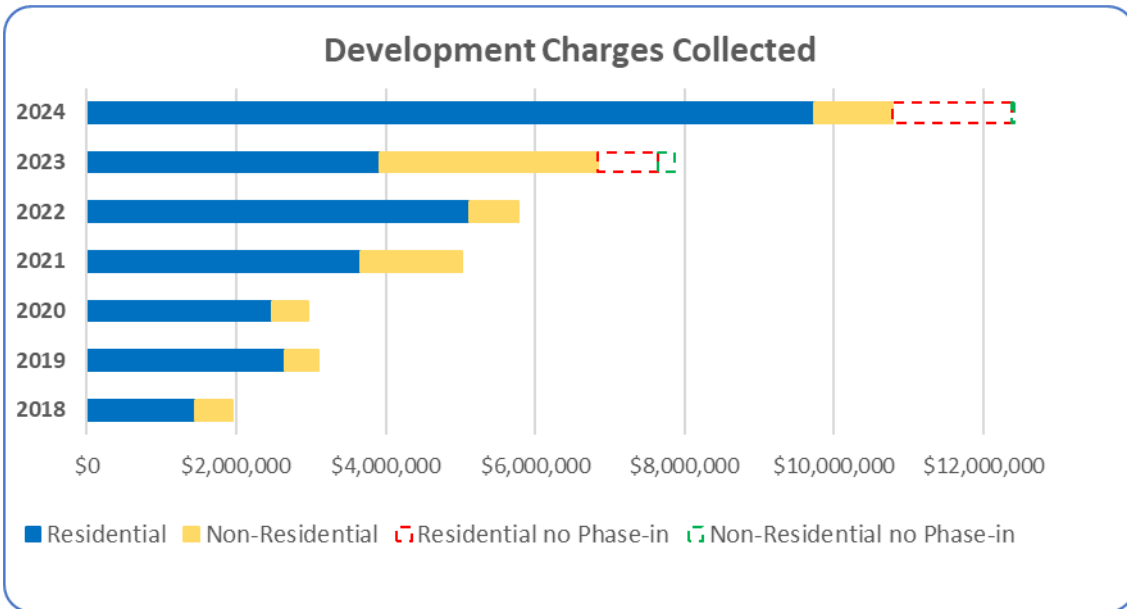
Development charges collected in accordance with the County's by-law 5759-22 are deposited in the DC reserve funds as received and applied to eligible growth-related costs once those costs have been incurred.

From January 1 to June 5 of 2024, the County was required to phase-in its DC rates per Bill 23. The phased-in rates for DCs collected between January 1 and May 31 was 85% and for DCs collected between June 1 and 5 the rate was 90%. Between January 1 and June 5, 2024, the County estimates a loss of \$1.6 million in 2024 in development charge revenues. Total estimated development charge revenue losses of \$2.6 million were incurred over 2023-2024. The lost DC revenues need to be replaced by County sources, such as capital reserves which are funded from property taxes.

In June 2024, Bill 123 *Cutting Red Tape to Build More Homes Act, 2024* received Royal Assent June 6, repealing municipalities' requirement to phase-in DC rates. As a result, the County's DC rates were at 100% from June 6 to December 31, 2024.

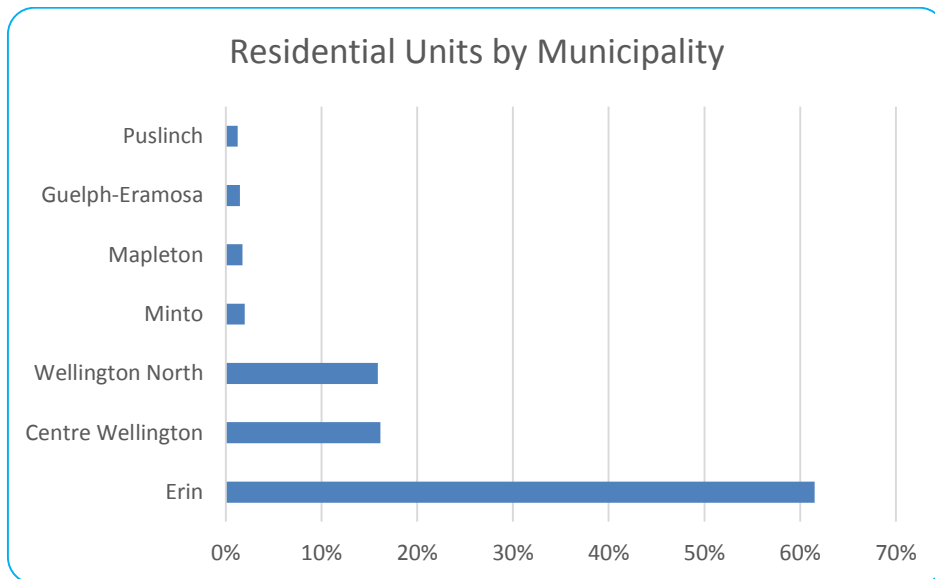
DC revenue collected in 2024 totalled \$10.8 million representing a 58% increase compared to 2023 collections. The make-up of the growth changed significantly from the prior year with residential growth up by 148%, while non-residential growth has declined 64% compared to 2023.

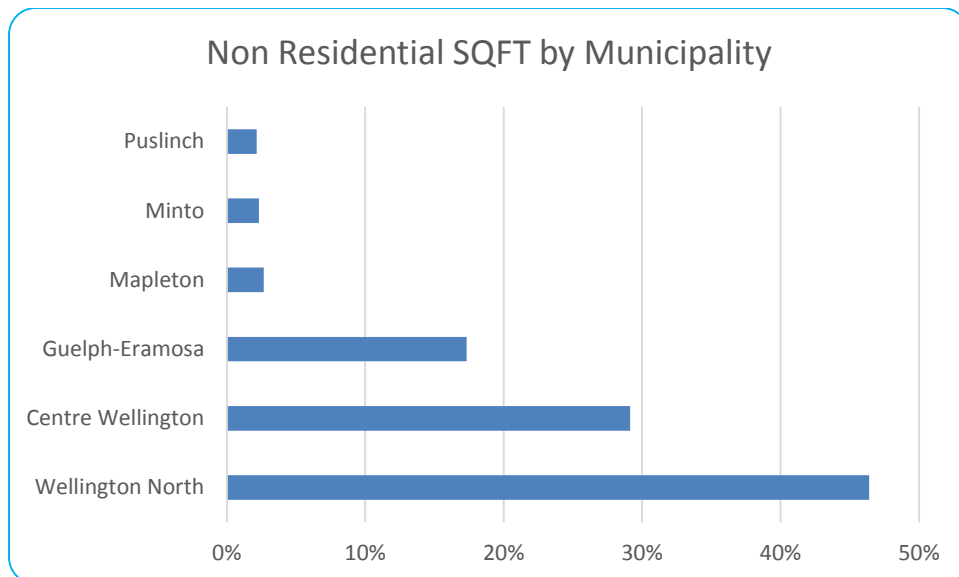
Amendments to the Development Charges Act, 1997 (DC Act) came into effect January 1, 2020, permitting the application of interest to development charges not paid at the time development charges are calculated. In 2024, the County received \$14,016 in interest payments.



The graph above illustrates the County’s DC collections from 2018-2024. DC Collections are the funding source for growth-related capital costs. In 2023 and 2024, the dotted line represents the DC collections before the phase-in of DC rates. The gap represents the funds required to be made up by the County for the loss of DC funding for growth capital projects. This difference amounted to approximately \$2.3 million in lost DC revenues between 2023 and 2024.

The following graphs provide a breakdown of the make-up of collections by municipality in 2024:





DC Deferred Collections

The amended DC Act provides for the deferral of development charges for non-profit, institutional and rental multi-residential developments, with payments beginning at occupancy. Bill 23 amended the Act to make non-profit multi-residential developments exempt from development charges. The Act allows for the application of interest to outstanding development charges. In 2024, there was an incremental increase of \$36,337 in deferred development collections, with \$2,451 in interest related to these deferrals. The total deferred collections balance at year-end 2024 was \$112,810 made up of deferred collections of \$106,430 and \$6,380 interest. The deferrals are for developments in Centre Wellington and Guelph/Eramosa, with developer payments from 2021-2029.

DC Expenditures:

The County transferred \$2,470,810 to support growth-related capital in 2024. Capital project spending includes:

- \$2,341,045 in DC Roads funding contributed to:
 - Wellington Road 124 to Whitelaw (\$1,100,033)
 - WR 7 at 1st Line (\$718,263)
 - Beatty Line reconstruction (\$342,805)
 - the construction of Arthur Garage (\$104,287)
 - WR 18 at 29 Intersection (\$43,844)
 - WR 124 at 32 intersection (\$25,506)
 - WR 8 at WR9 roundabout (\$6,306)
- \$83,439 in DC Waste Diversion contributed to: design works for upgrades to the Elora Waste Facility (\$40,363) and Rothsay Facility (\$43,075)
- \$46,326 in DC Admin funding contributed to the Official Plan Update, Economic Development Area Study and the Waste Management Strategy

DC Debt Repayments:

The Development Charge Act (DCA) permits the use of external debt to manage the cash flow of the DC reserve funds. In 2024, the DC reserves funded \$1,190,727 in debt repayments for the growth-related portion of the following projects:

- Central Garage construction
- Drayton Garage construction
- Arthur Garage construction
- Wellington Road 124 passing lane
- Wellington Road 124 Bridge B124135 widening
- Wellington Road 46, WR 34 to 401

Total DC debt outstanding on December 31, 2024, is \$13.43 million.

Future Impacts: Affordable/Attainable Housing Exemptions

In December 2023, Bill 134 *Affordable Homes and Good Jobs Act* received Royal Assent, providing municipalities with definitions for affordable and attainable housing¹. Bill 23, *More Homes Built Faster Act* provides for development charge exemptions for qualifying affordable and attainable housing. County staff have been working with its municipal associations to develop the necessary required agreements. Any developments that meet the criteria for affordable/attainable housing will be eligible for these development charge exemptions.

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 the attached Development Charge Reserve Fund statements for the period ending December 31, 2024, be approved, posted to the County website, and shared with the Ministry of Municipal Affairs and Housing, if requested.

Respectfully submitted,



Ken DeHart, CPA, CGA
County Treasurer

In consultation with/approved by:

Scott Wilson, CAO

¹ Staff Report: Administration, Finance and Human Resources Committee, November 21, 2023, *Provincial Changes to the Development Charges Act through Bill 23 and Bill 134*

**COUNTY OF WELLINGTON
DEVELOPMENT CHARGE RESERVE FUND STATEMENT
FOR THE YEAR ENDED DECEMBER 31, 2024 REVISED**

	POLICE	ROADS	LIBRARY	ADMIN	AMBULANCE	CHILDCARE	PROVINCIAL OFFENCES ACT	HEALTH UNIT	SOCIAL SERVICES	LONG TERM CARE HOMES	WASTE DIVERSION	TOTAL
BALANCE DEC 31/2023	(104,714)	11,376,868	(672,913)	(273,339)	261,996	(27,309)	(472,724)	26,389	0	369,992	1,691,922	12,176,167
ADD:												
Development Charges Collected	169,409	7,542,288	1,756,294	208,523	162,195	6,590	246,963	328,847	2,612	80,289	270,676	10,774,687
Interest on Late DC Payments ¹	387	13,636	44	403	(133)	57	636	21	287	84	1,045	16,467
Interest Earned	(2,397)	869,081	(6,301)	(14,383)	22,114	(1,838)	(27,167)	8,528	145	27,234	116,703	991,718
Repayment of Write off of Reserve Balance ²									(3,043)			(3,043)
Cash Collections	167,398	8,425,006	1,750,037	194,543	184,177	4,808	220,432	337,396	0	107,607	388,424	11,779,829
Deferred Collection Balance Dec 31, 2023	1,129	50,886	12,927	1,401	1,186	49	1,648	2,381		577	1,837	74,021
Deferred Contributions	554	24,980	6,346	688	582	24	809	1,169		283	902	36,337
Deferred Interest Payments	37	1,685	428	46	39	2	55	79		19	61	2,451
Deferred Collection Balance Dec 31, 2024	1,720	77,550	19,702	2,135	1,808	75	2,511	3,629	0	879	2,800	112,810
LESS:												
Transfer to Capital Projects ³		(2,341,045)		(46,326)							(83,439)	(2,470,810)
Transfer to Operating Projects												0
Reserve Fund Debt Charges		(1,190,727)										(1,190,727)
CLOSING BALANCE DEC 31/2024	62,685	16,270,102	1,077,124	(125,123)	446,173	(22,500)	(252,292)	363,785	0	477,598	1,996,907	20,294,459

The County of Wellington does not impose, directly or indirectly, any additional levies related to a development except as permitted by the Development Charge Act

NOTES:

¹Interest paid on DC's later date than when the DC is calculated usually due to Zoning/By-law amendments

²Repayment to Property Services Reserve for write off of 2022 Loan Payable balance

³See Schedule "A" for details



Committee Report

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Susan Aram, Deputy Treasurer
Date: Tuesday, March 18, 2025
Subject: **Cheque Signing and Electronic Fund Transfer Authority**

Background:

County Council establishes the signing authorities for cheques written and electronic fund transfers on County bank accounts in a by-law. This by-law is repealed and a new one created when changes are required.

A few minor housekeeping items are required in terms of including electronic fund transfers and adding the Drop-In Trust account. Signature cards on file with the bank will be updated as necessary.

Electronic Funds Transfer

COVID hastened the move from cheques to electronic fund transfers to pay vendor invoices. There are multiple layers of approvals before an invoice is paid, from Council approving the budget for expenditures, purchasing processes governed by the Purchasing Policy, and staff approving the invoice verifying the receipt of goods, services and construction. The bi-weekly cheque run generates a file to transfer funds electronically from the County's bank accounts to vendors bank accounts. This file requires approval to complete the transfer in the bank. There are a number of checks and balances in place before an electronic funds transfer is completed, including ensuring the segregation of duties, bank file transfer limits, etc. No one person can complete a transfer or payment from beginning to end.

Drop-In Trust

Trust account established to deposit funds and pay invoices in relation to the capital works at 23 Gordon Street for which the County is providing project management services to Guelph (M.O.G.) Welcome In Drop In Centre Corporate.

A list of the updated signing authorities is as follows:

1. General Account

- a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, Manager of Finance;
- b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance;

2. **Social Services Account**
 - a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, Manager of Finance;
 - b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance;
3. **US Funds Account**
 - a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, Manager of Finance;
 - b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance;
4. **Wellington Terrace Trust Account**
 - a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, Manager of Finance, Wellington Terrace Long Term Care Administrator, Wellington Terrace Assistant Long Term Care Administrator, Long Term Care Director of Care;
 - b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance
5. **Safe Communities Wellington County Trust Account**
 - a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, Manager of Finance;
 - b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance;
6. **Wellington County Library Board Account –**
 - a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, Chair (or Acting Chair) of the County Library Board, Chief Executive Officer of the County Library Board, Secretary of the County Library Board, Treasurer of the County Library Board;
 - b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance;
7. **Drop-In Trust (Stepping Stone) Wellington County Account –**
 - a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, Manager of Finance;
 - b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance;

8. Wellington Housing Corporation Account –

- a. **Cheques:** any two of the following persons: County Warden, Chief Administrative Officer, County Treasurer, Deputy Treasurer, President of Wellington Housing Corporation, Vice-President of Wellington Housing Corporation, Treasurer of Wellington Housing Corporation;
- b. **Electronic Fund Transfers:** any one of the following persons: County Treasurer, Deputy Treasurer, Manager of Finance

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 the above signing authorities be approved and that staff be directed to prepare the necessary by-law.

Respectfully submitted,



Susan Aram, CPA, CGA
Deputy Treasurer

In consultation with/approved by:

Ken DeHart, County Treasurer
Scott Wilson, CAO



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Ken DeHart, County Treasurer
Date: Tuesday, March 18, 2025
Subject: **2025 Annual Debt Repayment Limit**

Background:

The Province, through the Ministry of Municipal Affairs and Housing, establishes debenture limits for all municipalities on an annual basis. The calculation, which uses data obtained from Financial Information Returns (FIR), provides an upper limit or ceiling on debt servicing costs. The purpose of regulating debenture limits is to ensure that municipalities do not issue excessive amounts of debt, thereby weakening their longer-term financial strength.

The ceiling is established not as an absolute amount of debt, but rather as the relationship of debt servicing costs relative to own source revenues (taxation, user fees and charges, etc.). The total amount of debt servicing costs (which includes principal, interest and payments with respect to other long-term liabilities) cannot exceed 25% of own source revenues (although in special circumstances the limit can be exceeded with the approval of the Minister). Debt issued on behalf of a member municipality is reflected in each member municipality's debt limit.

The Province's calculation for 2025 is \$32,871,464. The Province's limit calculation for 2025 is based on 2023 FIR data, and based on a 5% cost of borrowing the County could issue approximately \$253 million in 10-year debt and remain within the limit.

Staff monitor the debt limit projection as part of each ten-year plan update and at the time of each debt issue to ensure that the level of projected debt servicing costs is sustainable and well within provincial limits.

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 the County Treasurer's report re: 2025 Annual Repayment Limit be received for information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ken DeHart'.

Ken DeHart, CPA, CGA
County Treasurer

In consultation with/approved by:

Scott Wilson, CAO

FIR2023: Wellington Co

Asmt Code: 2300
MAH Code: 75000

Schedule 81

ANNUAL DEBT REPAYMENT LIMIT

based on the information reported for the year ended December 31, 2023

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

NOTE: THE ESTIMATED ANNUAL REPAYMENT LIMIT IS EFFECTIVE JANUARY 01, 2025

Please note that fees and revenues for Homes for the Aged are not reflected in this estimate.

Debt Charges for the Current Year		1
		\$
0210	Principal (SLC 74 3099 01).	6,972,791
0220	Interest (SLC 74 3099 02).	1,092,251
0299		
	Subtotal	8,065,042
0610	Payments for Long Term Commitments and Liabilities Financed from the Consolidated Statement of Operations (SLC 42 6010 01)	0
9910	Total Debt Charges	8,065,042

Excluded Debt Charges		1
		\$
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099		
	Subtotal	0
1410	Debt Charges for Tile Drainage / Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	0
1411	Provincial Grant Funding for Repayment of Long Term Debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump Sum (Balloon) Repayments of Long Term Debt (SLC 74 3110 01 + SLC 74 3110 02)	2,753,000
1420		
	Total Debt Charges to be Excluded	2,753,000
9920	Net Debt Charges	5,312,042

1610	Total Revenues (SLC 10 9910 01)	299,635,083
	Excluded Revenue Amounts	
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	0
2210	Ontario Grants, Including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01)	81,559,234
2220	Canada Grants, Including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	30,091,370
2225	Deferred Revenue Earned (Provincial Gas Tax) (SLC 10 0830 01)	0
2226	Deferred Revenue Earned (Canada Gas Tax) (SLC 10 0831 01)	4,424,798
2230	Revenue from Other Municipalities, Including Revenue for Tangible Capital Assets (SLC 10 1099 01 + SLC 10 1098 01)	28,555,162
2240	Gain (Loss) on Sale of Land & Capital Assets (SLC 10 1811 01)	-966,960
2250	Deferred Revenue Earned (Development Charges) (SLC 10 1812 01)	2,623,858
2251	Deferred Revenue Earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	0
2256	Deferred Revenue Earned (Community Benefits Charges) (SLC 10 1815 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	613,599
2299	Subtotal	146,901,061
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	
2610	Net Revenues	152,734,022
2620	25% of Net Revenues	38,183,506
9930	ESTIMATED ANNUAL REPAYMENT LIMIT	32,871,464

For Illustration Purposes Only

Annual Interest Rate	@	Term	years =
<input type="text"/>	@	<input type="text"/>	<input type="text"/>



COUNTY OF WELLINGTON

Committee Report

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Ken DeHart, County Treasurer
Date: Tuesday, March 18, 2025
Subject: **County Debenture Issue Dated April 2, 2025**

Background:

On February 27, 2025, County Council authorized the Fiscal Agency comprised of National Bank Financial Inc (NBF), as the Lead Manager, and RBC Dominion Securities Inc (RBC DS) to place a debenture issue for the County. An upper limit of \$8.25 million (\$Cdn) was established.

The actual amount required was determined to be \$8.25 million and on March 3, 2025, the issue was priced and sold. Issue details are as follows:

Participant	Type of Debenture	Term	Amount	Average cost of borrowing
County of Wellington	Instalment	10 years	\$8,250,000	3.523%
		Total	\$8,250,000	3.523%

The average cost of borrowing includes commission. Comparable borrowing costs from previous County straight 10-year term issues were 3.833% (June 2, 2022), 2.152% (March 7, 2022), and 2.425% (November 30, 2021).

Proceeds of the issue will be used to fund County growth-related portions of the Arthur Garage construction project from WR 34 to the 401 (\$4,850,000) and the Erin Library construction project (\$3,450,000).

The debenture issuance process requires certain documents to be signed by the Clerk and County Treasurer. In addition, the necessary debenture by-law has been prepared and will be brought forward for approval by County Council on March 27, 2025. The settlement date is April 2, 2025, at which point the County will receive the funds.

Attachment:

- Case Study: County of Wellington – C\$8.25 million Instalment Debentures

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 the County Clerk and Treasurer be directed to prepare the debenture by-law and sign all necessary documents pertaining to the County debenture issue dated April 2, 2025.

Respectfully submitted,



Ken DeHart, CPA, CGA
County Treasurer

In consultation with/approved by:

Scott Wilson, CAO

NBF Case Study

County of Wellington - C\$8,250,000 1-10 year Instalment (“Serial”) Debentures



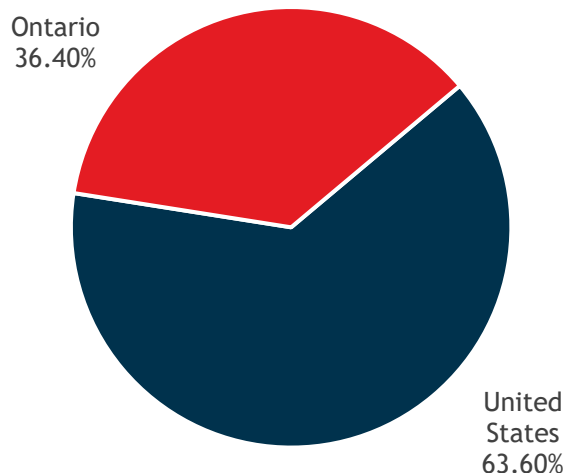
SUMMARY TERMS

Pricing date:	March 3, 2025
Settlement date:	April 2, 2025 (T+21)
Deal Size:	C\$8,250,000
Maturity:	April 2, 2026-2035
Coupon:	2.80%-3.75%
Term:	1-10 year serial
Rating:	S&P: AAA
Spreads vs. Canada (ONT):	5yr +45.0 bps (ONT+16 bps) 10yr +85.0 bps (ONT+18 bps)
All-in Cost of Borrowing	3.523%
NBF Role:	Lead
Distribution Method:	NBF placed on behalf of the syndicate

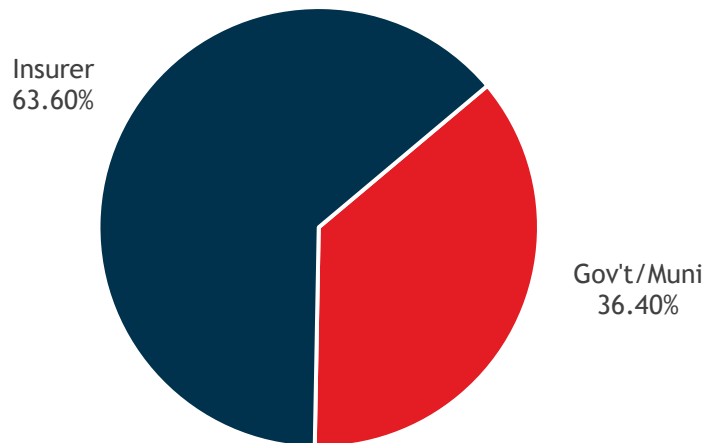
HIGHLIGHTS

- Another highly successful financing for Wellington County
 - and, in fact, was the 1st municipal serial debenture in 2025
- The County was able to execute this deal in an extremely challenging market environment
 - Interest rate volatility has been severe in 2025, driven by geo-political events, but more so by President Trump’s tariff threats.
 - The deal was successfully marketed and priced amid headlines from the US signaling the next day as the tariff implementation date
- The issuer’s flexibility on timing allowed it to “strike while the iron was hot” and capitalize on very favourable Canada bond interest rates:
 - ~30 basis points lower than just 7 business days earlier, and
 - ~65 basis points better than the 2025 high point in mid-January (just six weeks previous)
- Wellington completed this deal ahead of other anticipated, and significant, municipal supply

DISTRIBUTION BY GEOGRAPHY



DISTRIBUTION BY INVESTOR TYPE





Committee Report

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Susan Farrelly, Director of Human Resources
Date: Tuesday, March 18, 2025
Subject: **2025 Employee Long Service and Retirement Recognition Event**

Background

As outlined in HR Policy #10.5, the County of Wellington recognizes employees when they reach their five year, 10 year, 15 year, 20 year, 25 year, 30 year, 35 year, 40 year and 45 year milestones annually. We also recognize employees that have retired on an annual basis. Eligible employees in the 10-and-over years of service categories, as well as employees that are retiring in the calendar year, receive an invitation to attend a dinner, with the option of having an accompanying guest.

The Human Resources Department is responsible for the planning of this event and the Employee Recognition Committee assists Human Resources with the logistics and planning of these events.

In 2024, the policy was updated to allow for the recognition of cumulative service for employees who had a bonafide break in service and inviting those employees who resigned from the County of Wellington after meeting a milestone recognition level. The decision was also made to hold the event in the Spring of each year to recognize those employees who retired or reached a milestone in the previous calendar year.

2025 Long Service Awards and Retirement Recognition Event

We are excited to be hosting our upcoming employee Long Service and Retirement Recognition event to be held at Ariss Valley Golf and Country Club on Thursday, March 20, 2025. The Welcome Reception starts at 6:00 pm, with Dinner and Recognition Ceremony to follow. The employees and retirees being recognized are listed in the attached announcement, which also appeared in the February 13, 2025 edition of the Wellington Advertiser.

In addition, the following Councillors will also be recognized for 10 years of service at the event: Andy Lennox, Gregg Davidson, Doug Breen, David Anderson and Shawn Watters. This includes Councillors being recognized for cumulative service at the County of Wellington.

We hope you will be able to join us for the evening of celebration and you are welcome to bring a guest.

Strategic Action Plan

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Cherishing the County's Most Valuable Asset – its staff.

Recommendation:

That the '2025 Employee Long Service and Retirement Recognition Event' be received for information.

Respectfully submitted,

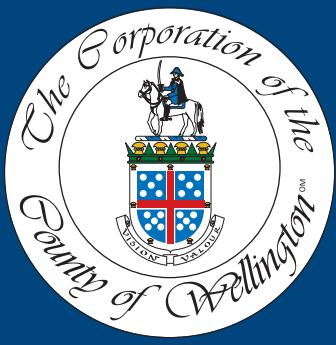
A handwritten signature in black ink, appearing to read "Susan Farrelly". The signature is fluid and cursive, with a large loop at the end.

Susan Farrelly
Director of Human Resources

In consultation with/approved by:

Scott Wilson, Chief Administrative Officer

Attachment: 2024 Long Service and Retirement Recognition Announcement



2024 Long Service and Retirement Recognition

Congratulations to County employees on reaching these milestones.

★ 40 Years

Michael Costin – Wellington Terrace
Tracey Henderson – Wellington Terrace

★ 35 Years

Luisa Artuso – Social Services
Tammy Becker – Wellington Terrace
Mary Black – Wellington Terrace
Melissa Copeland – Wellington Terrace
Greg Morphy – Engineering Services
Denise Rex – Wellington Terrace
Douglas Shaw – Engineering Services

★ 30 Years

Laurie Anderson – Social Services
Trevor Carney – Engineering Services
Kelley Krieger – Wellington Terrace
Tracey Rendall – Wellington Terrace

★ 25 Years

Tammy Bastien – Social Services
Christine Carbone – Human Resources
Cory Casemore – Engineering Services
Diana Conrad – Office of the CAO
Caroline Drohan – Social Services
Laurie Godreau – Social Services
Tracy Hannah – Social Services
Dorothy Lockerbie – Social Services
Moira Lyle – Social Services
Janice MacDonald – Library
Alex Stewart – Engineering Services
Travis Walker – Engineering Services

★ 20 Years

Amy Alischer – Social Services
Maja Amichand – Wellington Terrace
Frah Chaudhry – Social Services
Judith Goodall – Wellington Terrace
Katy Groshaw – Wellington Terrace
Robert Johnson – Planning
Patricia McComb – Social Services
Janine Morin – Library
Kevin Mulholland – Office of the CAO
Joseph O'Donnell – Engineering Services
Jackie Osti – Treasury
Penny Presswood – Library
Michele Richardson – Human Resources
Kelly Vrooman – Engineering Services

★ 15 Years

Jessie Aitken – Wellington Terrace
Arthur Ash – Social Services
Andrea Beattie-Hahn – Library
Nick Bolzon – Engineering Services
Lindsay Bradley – Social Services
Mindy Brunet – Social Services
Shauna Calder – Treasury
Tammy Carey – Wellington Terrace
Stephanie Donaldson – Wellington Terrace
Melanie Elmquist – Social Services
Susan Farrelly – Human Resources
Angela Friendship – Social Services
Carol Anne Klingenberg – Engineering Services
Cindy Johnston – Wellington Terrace
Rosie Krul – Library
Jennifer Leva – Wellington Terrace
Joanne Liang – Social Services
Tammy Lindsay – Wellington Terrace
Colleen Lishman – Wellington Terrace
Jodi McMahon – Social Services
Nhu-Thanh Nguyen – Wellington Terrace
Donald Price – Office of the CAO
Eduardo Queiruga – Social Services
Brendan Ridgeway – Human Resources
Julie Schmidt – Wellington Terrace
Lori Seabrooke – Social Services
Marzena Szymanski – Wellington Terrace
Carly Taylor – Wellington Terrace
Debbie Tymura – Wellington Terrace
Amanda von Holstein – Social Services
Heather Wickenheiser – Planning

★ 10 Years

Danielle Aitken – Social Services
Darcy Bast – Social Services
Amy Bloemberg – Social Services
Susan Boutin – Human Resources
Lee Ann Burleigh – Social Services
Tricia Burrough – Wellington Terrace
Penny Calder – Wellington Terrace
Andrea Cannataro – Office of the CAO
Caitlyn Cheyne – Wellington Terrace
Jennifer Clark – Social Services
Morgan Coffey – Library
Lyndsey Congram – Social Services
Bryan Cousins – Library
Valerie Denton – Library
Mark England – Engineering Services
Hailey Johnston – Museum and Archives
Shannon Lindsay – Library
Andrew Locky – Office of the CAO
Maria Makrostergios – Treasury
Christina Mann – Museum and Archives
Stephanie Manser – Social Services
Kelsey Marshall – Social Services
Rhiannon Nixon – Library
Haley Phillips – Wellington Terrace
Kaitlin Schnurr – Wellington Terrace
Erin Senn – Wellington Terrace
Dan Stokes – Wellington Terrace
Kourtney Swaving – Wellington Terrace
Sarah Van Meer – Social Services
Heather Vasey – Museum and Archives
Sonja Veljovic Muir – Social Services
Ryan Walmsley – Office of the CAO

Retirees

Kenneth Bosomworth – Engineering Services
Kathy Bouma – Library
Sandra Bunyan – Wellington Terrace
Sally Dickie – Office of the CAO
Caroline Drohan – Social Services
Julia Ecclestone – Museum and Archives
Catharina Gerreman – Social Services
Judith Goodall – Wellington Terrace
Brenda Grandy – Library
Tracy Hannah – Social Services
Moira Lyle – Social Services
Greg Morphy – Engineering Services
Cynthia Neilson – Planning
Ewa Nowakowski – Wellington Terrace
Cindy O'Sullivan – Wellington Terrace
Douglas Shaw – Engineering Services
Debbie Tymura – Wellington Terrace



Committee Report

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Cecilia Marie Roberts, Manager of Strategic Wellness Initiatives
Date: Tuesday, March 18, 2025
Subject: **Here4Hope for Men Planned Activities**

Background

Here4Hope is Wellington County's life promotion suicide prevention project. This partnership between the County of Wellington and the Canadian Mental Health Association Waterloo Wellington (CMHAWW) has been ongoing since November of 2019. In a January 2025 report to this committee, it stated that CMHAWW, due to significant financial pressures, would no longer be able to meet the remaining financial obligations of the Here4Hope partnership agreement.

Although CMHAWW is unable to provide funding, they remain committed to providing in-kind support as needed until the end of the agreement in June 2025. The County has agreed the Manager of Strategic Wellness Initiatives, the Here4Hope project lead, will continue to focus efforts on the Here4Hope for men initiative until the end of June 2025.

Here4Hope for Men

Suicide in men was identified as a priority for the Here4Hope project in 2023. The first phase of the project included a review of the literature on suicide and men to determine appropriate evidenced based approaches. The second phase included the development of a survey to help us understand how knowledgeable men in Wellington are about mental health and suicide, where they would go for information, who they talk to and what programme formats they prefer.

We are now ready to launch, Here4Hope For Men is a new community-based mental health/suicide awareness campaign focused on men. Programme objectives include:

- Increase community awareness and understanding of suicide in men.
- Identify ways to address barriers to help seeking experienced by men.
- Create opportunities for men to talk about mental health and suicide.
- Increase depression screening for men.

Here4Hope for men activities planned for the first six months of 2025 will focus on raising awareness about the prevalence of suicide in men and the unique risk factors that lead men to take their own life. New information and resources will be made available on the Here4Hope website. A new Stories for Hope podcast episode will be launched during Mental Health week in May. Finally reusable drink coasters highlighting suicide in men and 988 the national suicide hotline number will be distributed throughout the County, member municipalities and local restaurants.

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 the report titled Here4Hope for Men Planned Activities be received for information.

Respectfully submitted,



Cecilia Marie Roberts
Manager of Strategic Wellness Initiatives

In consultation with/approved by:

Susan Farrelly, Director of Human Resources
Scott Wilson, Chief Administrative Officer

Attachment: Here4Hope For Men Overview 2025

Here4Hope

For Men

Here4Hope is Wellington County's life promotion suicide prevention project. Everyone has a role to play in preventing suicide and the goal of Here4hope is to engage as many individuals as possible in this important work.

Background

Everyday approximately 11 people die by suicide in Canada, 8 of those are men. In 2023 the reported suicides were 3811, however it is widely understood that between 5-25% of suicide go unreported.

When we ask Canadians about suicide 1 in 20 or 5% (2,000,000 Canadians) tell us they have had thoughts of suicide at some point in their lives, 4.2% planned to die and 3.1 % have attempted to end their lives.

What do we know about Suicide in Men

The following has been adapted from the evidence brief prepared for World Suicide Prevention Day 2024. Written in Collaboration with the IASP Special Interest Group on Suicide Prevention for Boys and Men

The pathway to suicide for each individual is unique, however there are some common risk factors that have been shown to contribute to the higher suicide rate among men.

These risk factors include:

- the use of more lethal means
- reduced help-seeking
- harmful substance use
- social disconnection
- conformity to some masculine norms
- stressful life events such as unemployment and relationship breakdown

Some groups of men are at more risk than others, such as Indigenous men, men of diverse gender and sexual orientation, and men in some occupations.

There is evidence that when men do seek help, the help they receive does not always meet their needs. Suicide prevention interventions are needed that are mindful of the gendered context of suicide for boys and men. These interventions could work to bolster protective factors, such as social connection and help-seeking, reduce risk factors, such as substance use, and also support men through stressful life events. Services should strive to engage men and work with them in a gender sensitive way.

Suggested evidenced based actions to support suicide prevention in men include:

- Providing opportunities for boys and men to talk openly and without judgement about their struggles is critical for suicide prevention.
- Supporting men through stressful times of life with both emotional and practical support is important – for example, by providing access to employment or assistance with financial and legal issues associated with relationship breakdown.
- Interventions for adolescent males can be helpful in setting the groundwork for a healthy adulthood by boosting protective factors such as social connection, openness to help, and a positive masculinity.
- Those who are supporting men via services should involve men with lived experience in the co-design of those services to ensure that they meet their needs.

Local Survey Results

In 2024 Here4Hpe launched a community survey to help us understand how knowledgeable men in Wellington are about mental health and suicide, where they would go for information, who they talk to and what programme format would they prefer. Here is what we learned.

- On average men rated their knowledge of mental health and suicide as 7 using the scale (0 -no knowledge to 10 very knowledgeable).
- On average men rated their comfort talking about their mental health and suicide as 6 using the scale (0-not comfortable to 10 very comfortable).
- 30% of men looking for information on mental health or suicide would go to websites, 29% would reach out to a healthcare or mental health professionals.
- When asked what makes it difficult to open up about your struggles with mental health and suicide men reported stigma, fear of hurting or scaring a loved one with the conversation and fear that the listener would overreact.
- When asked what makes it easier for you to open up about your struggles with mental health or suicide men told us someone, they could trust who would listen non-judgmentally.
- When asked about learning formats men reported a small group live virtual session or listening to a podcast.

Here4Hope for Men

Here4Hope For Men is a new community-based mental health/suicide awareness campaign focused on men. Programme objectives include:

- Increased awareness and understanding of suicide in men.
- Identify ways to address barriers to help seeking experienced by men.
- Create opportunities for men to talk about mental health and suicide.
- Increase depression screening for men.

Here4Hope Implementation Plan

1. Community Awareness Coasters

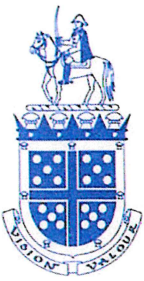
Raise community awareness of suicide in men by printing reusable coasters that will have the facts about suicide in men and highlight 988, the new national suicide prevention hotline. Distribute throughout the County, member municipalities, restaurants in Wellington County.

2. Increased resources on the Here4hope website

Create a suicide in men section on the Here4hope website including links to information and men's programming. Include links to self-screening depression tools.

3. Podcast series

Produce a new Stories for Hope podcasts that will focus on having conversations with men about their mental health and suicidality and their journey to get help.



SCOTT WILSON
CHIEF ADMINISTRATIVE OFFICER
519.837.2600 X2330
scottw@wellington.ca

COUNTY OF WELLINGTON
74 Woolwich Street
Guelph, ON N1H 3T9

TO: Chair and Members of the Administration, Finance and Human Resources Committee
From: Scott Wilson, CAO
Date: March 18, 2025
SUBJECT: Funding Small Home Community Projects

Background

Starting in 2002 the County began budgeting to support affordable housing efforts of the Federal and Provincial governments. As the junior partner in the initiative, the County began with an initial annual contribution of \$500,000 to fund a housing development strategy of building, owning and managing affordable housing units.

Over a 10 year period – 2010 – 2020 – the County built the following 125 homes:

- 55 units in Fergus (2010);
- 55 units in Fergus (2015);
- 11 units in Palmerston (2017); and,
- 4 units in Mt. Forest (2020).

Total cost of the 4 projects was \$30,000,000 with the County's portion being \$13,200,000 (or 44%).

In the absence of well defined, reliable funding from the Federal and Provincial levels, interest has been expressed in the County becoming involved in smaller, less intensive, affordable housing developments. In response, staff have designed a funding template to maintain the County's traditional role of partner - but not majority funder – of new government housing projects.

Small Homes Community Funding Template

General Principle: the County of Wellington and the Host Municipality will split the cost of a small home project 50/50.

To initiate a project, a Host Municipality may contribute cash or land (or a combination of both) as an initial investment. The County will match the value of the Host's initial investment by purchasing small homes. Costs above the land and the homes will be split 50/50. (See the example below).

Small homes should be differentiated from "tiny homes" (which are based on the Sea Container model, and found in structured encampments), and are regarded as permanent housing with a bedroom(s), washroom, kitchen and living space, and be a minimum of 400 sq. ft. A community of small homes would not be reliant on a central hub for supportive services.

Example:

The Host’s contributed land is appraised at \$1,000,000; the number of homes purchased by the County will equal the value of the land. At approximately \$250,000 (including delivery, service connections, site preparations, and taxes), 4 homes could be purchased. All costs above the land and the homes will be split 50/50.

Land/cash value - \$1,000,000 – Host Municipality – initial contribution

Four (4) Small Homes - \$1,000,000 – the County – to match the Host’s initial contribution

Sewer and water servicing - \$100,000 - shared 50/50

Street paving, curbs & sidewalks, parking lots - \$200,000 – shared 50/50

Generator - \$150,000 – shared 50/50

Landscaping and lighting - \$100,000 – shared 50/50

Total cost: \$2,550,000

Host cost - \$1,275,000 - \$1,000,000 land & \$275,000 cash

County cost - \$1,275,000 cash

Additional considerations:

If there is a desire to purchase Small Homes above the Host’s initial investment, the cost would be split 50/50.

Minimum project size would be 2 housing units. Maximum project size would be 20 housing units. All project requests will be subject to annual budget deliberations.

The County will own the units and manage the project in accordance with its operating goals for rental affordability and target tenants.

The County will provide waste management as per normal developments.

The Host will plow streets, parking facilities, sidewalks, and cut grass.

Recommendation

“That AF&HR recommend to County Council that the Small Homes Community Funding Template be endorsed, and used for discussions with the Local Municipalities of Wellington County to develop affordable, Small Homes Communities.”

Respectfully,



Scott Wilson

CAO



Committee Report

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Jennifer Adams, County Clerk
Date: Tuesday, March 18, 2025
Subject: **Update on Recommendations on Enhancing Transparency in Council Decision-Making**

Background:

The purpose of this report is to provide an update of Recommendations #5, #9 and #10 from Nigel Bellchamber's report on enhancing transparency in council decision-making that was presented to County Council on September 26, 2024.

Recommendation #5 directed staff to engage with a consultant to provide advice regarding participation of non-members of committee who are also members of Council.

Recommendation #9 was regarding the elimination of the use of Committee of the Whole that was to be put on hold until Recommendation #5 was decided upon.

Recommendation #10 directed that the County's Transparency Policy be reviewed and updated by the Clerk upon revision of the Council's Procedural By-law to be completed no later than March 31, 2025.

Update:

Since the approval of the following recommendations in the Nigel Bellchamber 2024 report, staff have engaged with the Integrity Commissioner for Wellington County, Guy Giorno to provide advice as per recommendation #5. Staff felt that the Integrity Commissioner was the most appropriate professional to provide advice on the topic as their role is to support the County's ethical framework by providing advice and education on the Code of Conduct and related policies, procedures, protocols and rules relating to the ethical conduct of Members of Council. The Integrity Commissioner also provides advice and education on matters related to the *Municipal Conflict of Interest Act*. Mr. Giorno's response to recommendation #5 is attached. Staff are not making any recommended changes on current practices based on the advice received.

In consideration of recommendation #9 and the advice provided by Mr. Giorno, staff look to the committee to provide a recommendation to County Council regarding continuation of the Committee of the Whole during County Council. There is a long tradition of the use of Committee of the Whole at County Council meetings and unless there is direction from Council to change this practice, staff will not be making any changes in the Procedural By-Law to eliminate this use. The practice of using Committee of the Whole for Chair Reports related to their standing committees allows for more open and flexible discussions compared to traditional Council proceedings. This has long been viewed as efficient decision-making as it helps to develop a consensus before items return to the more formal portion of the council meeting for final adoption of matters considered in Committee of the Whole.

Staff recommend a deferral in recommendation #10, as depending on the direction of recommendations #5 and #9, further Procedural By-Law updates will also be required. Staff will come forward with a Procedural By-law Update and updated Transparency Policy prior to the approved live streaming implementation date of May 29, 2025.

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 the committee receive the advice of the County's Integrity Commissioner Guy Giorno for information, and;

The committee recommend to County Council maintaining the Committee of the Whole process as currently defined in the Procedural By-Law, and;

That committee recommend to County Council the deferral of recommendation #10 implementation to May 29, 2025, which will entail both a Procedural By-Law update and a revised Accountability and Transparency Policy.

Respectfully submitted,



Jennifer Adams, County Clerk

In consultation with/approved by:
Scott Wilson, Chief Administrative Officer

Attachment: Fasken letter by Guy Giorno dated February 8, 2025, received February 12, 2025
"Participation of Non-Members on Committees"

FASKEN

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MEMORANDUM

To: Council
County of Wellington

From: Guy Giorno
Integrity Commissioner

Date: February 8, 2025

Re: Participation of Non-Members on Committees

On Council's behalf, the County Clerk has asked me to comment on the implications of the participation in Committee meetings of Councillors who are not Committee members.

Introduction

In September, Mr. Nigel Bellchamber presented to County Council a report, "Opportunities to Enhance Transparency of Council Decision Making." One passage of the report reads as follows:

Recommendation #5

That the County's Solicitor or Closed Meeting Investigator be consulted regarding the participation of non-members of Committee who are also members of Council in the discussions and decision-making at Committee meetings.

This recommendation comes from commentary that Committee meetings may involve sufficient committee members, and non-members who are also County Councillors to equal or exceed a quorum of County Council. The *Municipal Act, 2001* in section 238(1) states

"meeting" means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where,

(a) a quorum of members is present, and

(b) members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee

Discussion referenced the fact that on some occasions, members of County Council who were not members of Standing Committees were in attendance at meetings in such numbers as to result in a Council quorum being present and they participated in discussions regarding matters before the Committees.

A Closed Meeting Investigator might find that the Committee meeting or a part of it was thus an improperly held meeting of Council. Reports have

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been issued clearly noting that achieving a quorum alone does not alone make it to a meeting of the body. Part (b) of the definition needs to occur as well. Reports have also been issued with findings where (b) was satisfied and the meeting improperly held. But the Closed Meeting Investigator cannot impose any penalty

However, there is precedent for a municipal Council decision being overturned at the Supreme Court of Canada when a decision was deemed to have been made outside of the public Council meeting.

This report recommends seeking advice to avoid any similar challenge.

Summary

The participation of additional Councillors in a Committee meeting does not convert a Committee meeting into a Council meeting. The Committee meeting remains a Committee meeting. As such, it is subject to all the transparency requirements of sections 238 and 239, including the presumption of openness, public notice, public access, the requirement to keep records (minutes), voting in public, and the procedural and substantive preconditions to holding a closed meeting.

Context

In sections 238 through 239.2 of the *Municipal Act*,

“committee” means any advisory or other committee, subcommittee or similar entity of which at least 50 per cent of the members are also members of one or more councils or local boards

...

“meeting” means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where,

(a) a quorum of members is present, and

(b) members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

Subsection 239 (1) establishes the general rule that meetings shall be open to the public. This is a fundamental requirement, whose rationale the Supreme Court of Canada has explained as follows:

Municipal law was changed to require that municipal governments hold meetings that are open to the public, in order to imbue municipal governments with a robust democratic legitimacy. The democratic legitimacy of municipal decisions does not spring solely from periodic elections, but also from a decision-making process that is transparent, accessible to the public, and mandated by law. When a municipal government improperly acts with secrecy, this undermines the democratic legitimacy of its decision, and such decisions, even when *intra vires*, are less worthy of deference.¹

¹ *London (City) v. RSJ Holdings Inc.*, 2007 SCC 29 (CanLII), [2007] 2 S.C.R. 588, at para. 38.

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Analysis

Under sections 238 through 239.2 of the *Municipal Act*, the requirements for Council meetings and the requirements for Committee meetings are the same. In these sections, all references to “meetings” apply equally to Council and Committees, save for three exceptions that are not relevant here.²

It is clear that the purpose of the “meeting” definition in section 238 is not to determine what type of meeting is occurring, but to ensure that all meetings are subject to the same standards of openness and transparency.

In *Re Township of Morley* (2023), the Ombudsman considered a meeting of all three members of the Roads Committee, who also happened to constitute a quorum of Council. The Ombudsman concluded that a section 238 “meeting” had occurred, without specifying whether it was a Council meeting or a Roads Committee meeting. He noted that the meeting materially advanced *Township* decision-making, but did not specify whether the decision-making was of Council or of the Committee.³ The distinction did not matter, because both a Council meeting and a Committee meeting were required to comply with sections 238 and 239.

Before considering the specific question of non-member attendance, I note that, in some municipalities, committees’ regular memberships may constitute council quorums. This is not the case on the Council of the County of Wellington, but it is common elsewhere, particularly in small municipalities (for example, a five-member council whose committees consist of three councillors). The fact that a committee’s regular membership includes a council quorum does not convert its committee meetings into council meetings. The Office of the Ombudsman recognizes this: see, for example, *Re Township of Larder Lake* (2013).⁴

Here in Wellington County, participation in Committee meetings by non-member Councillors is permitted by subsection 42 (F) of By-law 5857-24, the Procedural By-law:

Members of the Council may attend the meetings of any of its Committees, but shall not be allowed to vote, nor shall they be allowed to take part in any discussion or debate, except by the permission of the majority of the members of the Committee.

Nothing in the Procedural By-law suggests that the participation of non-member Councillors (no matter how many of them) converts a Committee meeting into a County Council meeting. On the contrary, subsection 42 (F) makes clear that, despite the participation of non-members, the Committee meeting remains a Committee meeting.

² Only subsections 238 (3.3), (3.4) and (4) apply to council meetings but not committee meetings. Subsections 238 (3.3) and (3.4) relate to special meetings to amend procedure by-laws. Subsection 238 (4) provides that a procedure by-law may, with the consent of the head of council, designate a member of council, other than the head, to preside at council meetings of council.

³ *Re Township of Morley*, 2023 ONOMBUD 15 (CanLII).

⁴ The Office noted repeatedly that the Township’s Planning Committee included a quorum of Council and “that these councillors had the authority to conduct council business,” Nonetheless, it was understood that the Committee’s meetings were Planning Committee meetings, not Township Council meetings: Letter from Michelle Bird, Legal Counsel, Open Meeting Law Enforcement Team, Office of the Ombudsman (April 16, 2013).

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Nothing in section 238 of the *Municipal Act* alters this conclusion. All that the definition in subsection 238 (1) confirms is that what occurs is a “meeting.” Subsection 238 (1) does not dictate whether it is a meeting of the Committee or of Council.

As noted, Council meetings and Committee meetings (as well as Local Board meetings) are already subject to the openness and transparency requirements of sections 238 and 239. For purposes of openness and transparency, it does not matter how a meeting is characterised, so long as it is a “meeting.”

The two parts of the subsection 238 (1) definition of “meeting” are (a) quorum and (b) material advancement of business or decision-making. When a communication or gathering would not otherwise be subject to openness and transparency, quorum and material advancement of decision-making matter. Examples from other municipalities include: the council quorum that advanced decision-making by participating in an information session;⁵ the council quorum that discussed business with the Chief of a First Nation;⁶ the committee quorum that toured and met with a non-profit organization seeking municipal funding;⁷ the council quorum that continued to discuss business for 47 minutes in the absence of the staff and the public following adjournment of an online meeting;⁸ and the council quorum that met with a third party to receive information that would inform future decision-making.⁹ In each instance, but for quorum and the material advancement of decision-making, there would have been no requirement of openness. A similar case was investigated by Mr. Bellchamber on behalf of Local Authority Services: a quorum of Bruce County Council had met regularly as part of a Ontario Power Generation community consultation on nuclear waste; Mr. Bellchamber found that the open-meeting requirements of the *Municipal Act* applied.¹⁰

I can find no court decision, and no report of the Ombudsman, LAS, or another closed meeting investigator, in which a committee meeting that was already required to be open was, by virtue of quorum, found to be a meeting of council. The reason seems obvious: if a committee meeting is open, subject to notice, accessible to the public, and minuted, with all votes public, and otherwise compliant with sections 238 and 239 of the Act, then is no basis for a closed-meeting investigation.

This observation is consistent with the Supreme Court of Canada explanation of the underlying rationale for these sections of the *Municipal Act*. Their purpose is to promote openness, transparency and democratic accountability. To meet those objectives, it matters not whether a meeting is characterised as a Committee meeting or a Council meeting, so long as it is open and transparent.

⁵ *Re Municipality of Brockton*, 2017 ONOMBUD 6 (CanLII).

⁶ *Re City of Eliot Lake* (2014), Letter from Yvonne Heggie, Early Resolution Officer, Open Meeting Law Enforcement Team, Office of the Ombudsman (February 3, 2014).

⁷ *Re City of London*, 2024 ONOMBUD 2 (CanLII).

⁸ *Re Municipality of Casselman*, 2024 ONOMBUD 1 (CanLII).

⁹ *Re City of Eliot Lake* (2012), Letter from Yvonne Heggie, Early Resolution Officer, Office of the Ombudsman (August 10, 2012).


¹⁰ *Report to the Corporation of the County of Bruce Regarding the Investigation of Allegedly Improperly Closed Meetings of County Council* (July 2014).

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Conclusion

As long as a Committee meeting complies fully with sections 238 and 239 of the *Municipal Act*, there is no basis to consider it a Council meeting, no matter how many non-member Councillors participate pursuant to subsection 42 (F) of the Procedural By-law.

Respectfully submitted,



Guy Giorno
Integrity Commissioner