

Welcome
to
Centre Wellington

Thank you for choosing to set-up your business in
our great community!

The business communities of Elora and Fergus are part of the amalgamated Township of Centre Wellington (2000). We are located within the County of Wellington. The City of Guelph is where the County head office is located.

Some examples of services administered by the Township of Centre Wellington are:

- ✓ Building Permits/Inspections
- ✓ Property Taxes
- ✓ Centre Wellington Hydro – also looks after water/sewer charges. Your hydro provider may be Hydro One depending on where your business is located.
- ✓ Official Plan – zoning changes
- ✓ Public Works (some roads)

Some examples of services administered by Wellington County are:

- ✓ Some roads
- ✓ Solid Waste Services (garbage and recycling)
- ✓ Public Health
- ✓ Ontario Provincial Police (OPP)

Some examples of services administered by the Province are:

- ✓ Liquor Control Board of Ontario (licensing)
- ✓ WSIB
- ✓ Office of Employer Adviser
- ✓ Member of Provincial Parliament – Ted Arnott, MPP Wellington Halton Hills

Some examples of services administered Federally are:

- ✓ Industry Canada – BDC and WWCFDC
- ✓ Member of Parliament – Michael Chong, MP Wellington Halton Hills

Starting a New Business - Resources

Wellington-Waterloo Community Futures Development Corporation –

Focusing on job creation through strategic planning, the WWCFDC provides funding and advisory services to area businesses. Economic development support, business consulting, and loans are available to businesses and residents of rural areas of the County of Wellington and the Region of Waterloo.

294 Mill Street E. Elora, ON N0B 1S0 | (519) 846-9839 | www.wwcfdc.com

Guelph Wellington Business Enterprise Centre -

The Guelph Wellington Business Enterprise Centre has been helping local area business, startup, professionals and students with many of the business needs and challenges for over 10 years.

42 Wyndham N. Guelph, ON N1H 4E6 | (519) 826-4701 | www.guelphbusiness.com

Provincial Guide for Small Businesses –

Ministry of Economic Development and Trade offers you a wide array of information about doing business in Ontario. This link takes you to their Guide for Small Business.

www.ontariocanada.com/ontcan/1medt/smallbiz/en/sb_yrguide_main_en.jsp

Ontario Business Programme Guide –

This is the Ontario government's free, online directory of tax incentives, tax credits and government support programs for business. It is updated regularly so check back often.

www.ontario.ca/en/business_program/index.htm

Business Development Bank of Canada –

BDC is Canada's business development bank. We provide Canadian businesses with flexible financing, venture capital and consulting services. We work with entrepreneurs in all industries, with a focus on small and medium-sized enterprises. From the start-up phase through the expansion phase, we help businesses carry out their projects in Canada and abroad.

www.bdc.ca

COUNTY OF WELLINGTON

More useful Business Links to County, Provincial or Federal levels.

www.wellington.ca/en/business/usefulbusinesslinks.asp

This link provides information on starting a new business or would like more information on doing business in Wellington County.

www.wellington.ca/en/business/startinganewbusiness.asp

Applications, Licenses and Permits required within Wellington County. Note that each municipality may have their own requirements.

www.wellington.ca/en/residentservices/applicationslicencesandpermits.asp

Ten must-visit websites

Source: Ministry of Economic Development and Trade website

Ministry of Economic Development and Trade

www.ontario.ca/economy

The Ontario Ministry of Economic Development and Trade, Small and Medium Enterprises Division provides important government and general business information for entrepreneurs. The [E-Business Toolkit](#) provides information on how to use e-business to improve the profitability of your business. The [Ontario Business Program Guide](#) has information about government programs for businesses. The site also provides links to the Ministry's [Small Business Enterprise Centres](#) where entrepreneurs can access all the tools they need to start and grow their businesses. Each centre is staffed with dedicated business professionals who help you determine what you need to do before, during and after launching your business.

Canada Business

www.Canadabusiness.ca

The goal of Canada Business is to help your business grow and succeed through streamlined access to reliable, up-to-date information and services tailored to your needs. Canada Business is the result of long-term joint funding and cooperative service arrangements amongst the federal, provincial and territorial governments and, in some cases, the private sector.

ServiceOntario

www.serviceontario.ca

Committed to providing you with fast, friendly and easy access to Ontario government information and services - online, in person, at kiosks and by phone - this website provides a wide range of government information relevant to business and links to business resources and support including business registration and renewal.

BizPaL

www.serviceontario.ca/bizpal

BizPal is a convenient, time saving online service that helps small and medium sized Canadian businesses owners figure out what permits and licences are needed from the government of Canada, the Ontario government and participating local governments. After answering a series of questions about your type of business, you will be provided a list of the permits and licences you will need, along with information on each and instructions on how to obtain them.

Business Development Bank of Canada (BDC)

www.bdc.ca

BDC is Canada's business development bank. From more than 100 offices across the country, BDC promotes entrepreneurship by providing highly tailored financing, venture capital and consulting services to entrepreneurs.

Revised June 2015

Export Development Canada (EDC)

www.edc.ca

If exporting is part of your business plan, you'll want to visit this site. There's lots of good information on how to get export ready, including an Export Able? [questionnaire](#). The site also includes information on EDC's many services.

Industry Canada

www.ic.gc.ca

The Industry Canada website contains programs and services (including sections on company directories, electronic commerce, financing, as well as regulations and standards), information by industrial sector, online forms, resources for businesses and consumers, publications, a media room, and departmental information.

Profitguide.com

www.profitguide.com

This site is rich with stories for entrepreneurs at every stage. There are sections on topics like [start-up](#), [sales and marketing](#), [technology](#), [human resources](#), and [exporting](#). And for would-be and actual entrepreneurs, there are lots of quizzes to test your abilities.

RBC Royal Bank

www.rbcroyalbank.com/sme/index.html

Another site with lots of information for entrepreneurs including starting, managing, financing and growing a business. There are special sections geared to women and young entrepreneurs. It also features a handy tips list.

Scotiabank

www.getgrowingforbusiness.com

Get Growing for Business is a highly interactive web site with content and tools designed to assist entrepreneurs and businesspeople with financial planning, marketing, and operating their businesses.



Centre Wellington Chamber of Commerce

Centre Wellington is located in the heartland of south-central Ontario. The Township is linked to Canada's major transportation artery, the 401 via highway 6. Centre Wellington is within a two hour drive of more than six million plus customers and four major border crossings to the United States. Centre Wellington's strategic location allows easy access to many of the world's fastest growing markets. Centre Wellington's location may be the "place you want to be!"

Latitude N43 06 96 | Longitude W79 07 46 | Elevation 1450'

Centre Wellington Chamber of Commerce is a volunteer organization supported by over 350 local businesses and professionals such as you. Our organization strives to promote the social, civic and economic development of your company as well as to serve as the voice of business in Centre Wellington.

Membership in the Chamber of Commerce provides you with the opportunity to participate in benefits such as:

- ✓ **ESSO discount** of 3.5¢ per litre of fuel
- ✓ First Data Merchant Services offers **great rates** on VISA, MasterCard and Interac
- ✓ Access to excellent **Group Insurance Plans** to suit your business needs
- ✓ **Excellent networking** opportunities at many of our regular and annual events such as Breakfasts with guest speakers, Business After Hours, Pub Nights, Golf Tournament, Awards of Excellence and Mayor's Breakfast – plus others! It's your business and you need to GROW it your way.
- ✓ **Chamber Plus Networks** – an exclusive opportunity to join a group that meets weekly to build business relationships and exchange leads and referrals.

CONTACT the CW Chamber TODAY to talk about Membership!

400 Tower Street South, Fergus, ON N1M 2P7
Phone: (519) 843-5140 | Fax: (519) 787-0983

General Manager | Roberta Scarrow
email: rscarrow@cwchamber.ca

Membership & Administration
email: membership@cwchamber.ca



Current Directors listed on Chamber website www.cwchamber.ca

Revised June 2015

Useful Numbers for Centre Wellington

(Area Code is 519, unless otherwise stated)

EMERGENCY NUMBERS

O.P.P Emergency 911 or 1-888-310-1122
O.P.P Non-Emergency Office..... 843-4240
Ambulance 911 or 843-3311
Fire Department 911 or 843-1950
Groves Memorial Community Hospital 843-2010
Poison Information 1-800-268-9017
Crime Stoppers 1-800-222-8477
Road Information (24hrs) 1-800-268-4686
Upper Grand Family Health Team 843-3947
Elora Medical Group 846-5345
Family Practice Associates of Elora 846-5841
Fergus Medical Centre 843-2770
Geddes Medical Group 846-2224
Riverview Medical Group 787-1200

TAXI'S

Fergus & Elora Taxi 787-7433
Dan's Taxi 843-2424
Green Taxi 820-4343

LOCAL MEDIA

TV Cogeco Cable Solutions 843-3700
Fergus/Elora News Express 843-1310
The Grand at 92.9FM 226-383-9290
Guelph Mercury 822-4310
The Wellington Advertiser 843-5410

BUSINESS ORGANIZATIONS

Centre Wellington Chamber of Commerce 843-5140
Wellington Waterloo Community Futures Dev..... 846-9839
Guelph Wellington Small Business Enterprise.....826-4701

GOVERNMENT & INFO SERVICES

Elora Fergus Tourism1-877-242-6353
Township of Centre Wellington 846-9691
County of Wellington 837-2600
Guelph Wellington Local Immigration Partnership

EDUCATION

Upper Grand District School Board 1-800-321-4025
Wellington Catholic District School Board 821-4600

EMPLOYMENT SERVICES

2nd Chance Employment 843-5513
Service Canada Employment Insurance.... 1-800-206-7218
Northern Lights Canada.....1-800-361-4642

HEALTH SERVICES

Groves Memorial Community Hospital 843-2010
Telehealth Ontario 1-866-797-0000
Trellis Mental Health 1- 800-265-7723
Wellington Dufferin Guelph Public Health (Fergus office)
846-2715

HEALTH & SAFETY

Ministry of Labour & Employment Standards
1-800-531-5551
Workplace Safety and Insurance Board 1-800-387-0750

HOUSING & FOOD SERVICES

Centre Wellington Food Bank 787-1401
Landlord & Tenant Board 1-888-332-3234

GOVERNMENT NUMBERS

Michael Chong, MP (Wellington-Halton Hills) 843-7344
Ted Arnett MPP (Wellington/Halton Hills) .. 1-800-265-2366

Ontario Gov't Info & Referral 1-800-267-8097
Ministry of Community & Social Services .. 1-800-567-2953
Ministry of Training, Colleges & Universities
1-800-387-5514

Ontario Works 1-800-265-7294 or 837-2670
Office of the Employer Advisor 1-800-387-0774
ODSP 1-800-567-2953 or 519-822-7500

Revenue Canada 1-800-959-8281
Service Canada1-800-622-6232
Service Ontario (General Inquiries) 787-0963
Drivers & Vehicle Inquiry.....1-800-387-3445
OHIP Health Card Inquiry.....1-888-376-5197
Workplace Safety and Insurance Board 1-800-265-7380

LIBRARIES

Elora Public Library 846-0190
Fergus Public Library 843-1180
Aboyne Public Library 846-0918

UTILITIES

Bell 1-800-668-6878
Centre Wellington Hydro 843-2900
Hydro One 1-888-664-9376
Union Gas 1-888-774-3111
Wightman Telecom1-888-477-2177

Township of Centre Wellington - www.centrewellington.ca

Civic Centre

1 MacDonald Square
Elora, ON N0B 1S0

GENERAL INQUIRIES (519) 846-9691

Office Hours

Monday to Friday, 8:30 am – 4:30 pm

The following departments are located at the **Civic Centre**:

[CAO's Office](#) | [Finance](#) | [Clerk's](#) | [Planning](#) | [Building Dept.](#) (Ph #. 519-846-0265)

[Elora Fergus Tourism](#)

Elora Information Centre
9 East Mill Street,
Elora, ON N0B 1S0
1-877-242-6353, 519-846-9841

tourism@centrewellington.ca

[Economic Development](#)

1 MacDonald Square,
Elora ON N0B 1S0
519-846-9691 x 304

[Public Works](#)

7444 Wellington Road #21,
Elora ON N0B 1S0
(519) 846-9801
After Hours Emergency 1-888-886-9281

[Parks & Recreation](#)

550 Belsyde Avenue,
Fergus, ON N1M 2W5
(519) 843-2800

[Fire/Emergency Services](#)

Fergus Station and Headquarters

250 Queen Street West,
Fergus, ON N1M 1S8
(519) 843-1950

Elora Fire Station

68 Wellington Road 7,
Elora, ON N0B 1S0

County of Wellington - www.wellington.ca

Administration Centre

74 Woolwich Street
Guelph ON N1H 3T9
(519) 837-2600

Office Hours

Monday to Friday, 8:30 am - 4:30 pm
Victoria Day & Labour Day – Monday to Friday, 8:30 am - 4 pm
Closed on stat holidays & Remembrance Day

BUSINESS IMPROVEMENT AREAS

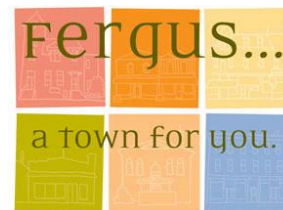
A Business Improvement Area (BIA) is a geographic area in a municipality. A BIA board of management is an organization set up to provide certain business promotion and improvement functions within that area.

A BIA allows local business people and property owners to join together and with the support of the municipality, to organize, finance and carry out physical improvement and promote economic development in their district. The local municipality is the body that is responsible for approving the budget of the BIA.

The [BIA Handbook](#) (2010) can be found on the Ministry of Municipal Affairs and Housing website. Managing and Operating a BIA can be found [here](#).

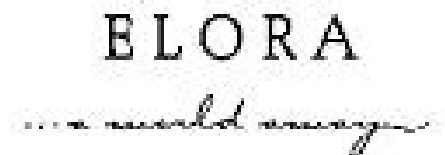
The BIA Management Boards are elected every 4 years

Fergus – Over 180 businesses are part of the Downtown Fergus Business Improvement Area. If you own a business in Downtown Fergus, you are automatically a member of the Fergus B.I.A. by virtue of your location. Your input and assistance with our activities are very welcome. Please do not hesitate to call should you have any questions.



To contact the Fergus BIA, call Jackie Fraser, Chair, at Fraberts Fresh Food (226-383-7374) or email info@fergusbia.ca Website www.fergusbia.ca

Elora – a cultural haven with so much to offer. Rich in music, visual arts, crafts, upscale boutiques, natural beauty, architecture, culinary flavours, and a diverse culture; Elora provides an alternative lifestyle not typically found in small, rural communities. Discover for yourself what makes Elora so unique and you will fall in love with Elora!



To contact the Elora BIA call 519-846-2563 (Fred Gordon of Pariscope is the part time BIA Administrator) or email elorabia@wightman.ca. or check out www.elora.info

Do I Need A Permit??

Do I need a Business License?

Centre Wellington does not have a business licensing (permit) process in effect as of the date of printing this document.

Is my property zoned correctly for what I want to do?

Contact: Township of Centre Wellington
Planning Department at 519-846-9691 extension 297
www.centrewellington.ca/departments/planning

I need to renovate/remodel/expand etc. Do I need a Building Permit, or need to meet other regulatory requirements? I want to put up a sign for my business – who to call?

Contact: Township of Centre Wellington
Building Department at 519-846-0265
www.centrewellington.ca/departments/building

If I need a road plowed or sewer grate/drain unplugged on the road?

Contact: Township of Centre Wellington
Public Works Department at 519-846-9801
www.centrewellington.ca/departments/publicworks

Does my facility meet the current Fire Code?

Contact: Township of Centre Wellington
Fire Services at 519-843-1950
www.centrewellington.ca/departments/fireemergencyservices

Electrical hook up...who do I call? Depending on your location...

Contact: Centre Wellington Hydro 519-843-2900 <http://www.cwhydro.ca/>
OR Hydro One www.hydroone.com

I want to dig a line...who do I call?

Call Before You Dig 24/7 for A FREE Locate 1-800-400-2255
www.on1call.com

I need to contact a Health Inspector for water testing, kitchen inspection, public health concern, etc?

Contact: Wellington Dufferin Guelph Public Health Unit
519-846-2715 info@wdghu.org www.wdghu.org

When in doubt about what you need – call and ask!