



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

Regular Meeting of Council

Monday, January 13, 2014

Following Public Meeting

Municipal Office Council Chambers, Kenilworth

A G E N D A

Page 1 of 5

AGENDA ITEM	PAGE NO.
<u>CALLING THE MEETING TO ORDER</u>	
- Mayor Tout	
<u>O' CANADA</u>	
<u>PASSING AND ACCEPTANCE OF AGENDA</u>	
<u>DECLARATION OF PECUNIARY INTEREST</u>	
<u>MINUTES</u>	
1. Regular Meeting of Council, December 16, 2013	01
<u>BUSINESS ARISING FROM MINUTES</u>	
1. 2014 Council Meeting Schedule	15
<u>DELEGATIONS, DEPUTATIONS, PETITIONS, PRESENTATIONS</u>	

AGENDA ITEM	PAGE NO.
<u>STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS</u>	
1. Wellington North Fire Service <ul style="list-style-type: none"> - Arthur Station - December 2013 Fire Report - December 2013 Fire Prevention Officer's Report - Mount Forest Station - December 2013 Fire Report - December 2013 Fire Prevention Officer's Report 	16 17 18 19
2. Report from Jeff Dahms, Fire Chief <ul style="list-style-type: none"> - Fire Service Vehicle Purchase 	20
3. Administration and Finance Committee <ul style="list-style-type: none"> - Minutes, December 16, 2013 	22
4. Roads Committee <ul style="list-style-type: none"> - Minutes, November 26, 2013 	26
5. Report from Mike Givens, Chief Administrative Officer <ul style="list-style-type: none"> - Treasurer Recruitment Update 	30
6. Report from Deb Zehr, Director of Public Works <ul style="list-style-type: none"> - EA Arthur WWTP – Assimilative Capacity Study 	
<u>CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION</u>	
1. Municipality of East Ferris Re: Correspondence to Premier Kathleen Wynn regarding The Small, Rural and Northern Municipal Infrastructure Fund	35
2. Township of Mulmur Re: Correspondence to MPAC regarding Prior Years' Assessing of Properties	

AGENDA ITEM	PAGE NO.
<u>CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION</u> (continued)	
3. County of Lambton, Office of the County Warden Re: Correspondence to The Honorable Linda Jeffrey, Minister of Municipal Affairs & Housing regarding resolution opposing the requalification of Municipal Building Officials	37
4. Correspondence received regarding the new OPP Billing Model:	
- Town of Fort Frances	39
- Town of Mississippi Mills	41
- Village of Oil Springs	44
- Township of Champlain	45
- Township of Whitewater Region	48
- Ontario Association of Police Services Boards	50
<u>BY-LAWS</u>	
1. 1-14 Being a By-law to Set Remuneration for Members of Council	51
2. 2-14 Being a Provisional Drain Repair By-law to Provide for the repair of the Arthur Drain No. 2 Main Drain and Branch J.	53
3. 3-14 Being a By-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Part Lot 10, Concession 5, geographic Township of West Luther, 8803 Wellington Road 16 – Thomas and Wanda Smith)	57
<u>OTHER/NEW BUSINESS</u>	
1. County of Wellington, Planning and Land Division Committee Re: Comments for Consent Applications	
- File No. B144/13, Karl Aitken Carpentry	61
- File No. B147/13, Christopher and Tanja Checkley	66
- File No. B148/13, Christopher and Tanja Checkley	71
- File No. B157/13, Stephen Hummel	76
- File No. B158/13, 1373580 Ontario Ltd.	81
2. Committee Chair Appointments	

AGENDA ITEM	PAGE NO.
<u>ITEMS FOR COUNCIL'S INFORMATION</u> (copies available for review in Clerk's Office and at Council Meeting)	
Cheque Distribution Report dated January 8, 2014 Stephanie Penney - Thank you for Scholarship Ministry of Rural Affairs - Township of Wellington North resolution regarding Connecting Links program Guelph Wellington Crime Stoppers - Newsletter, The Informant – Winter 2013-14 Grand River Conservation Authority - Minutes, General Membership Meeting, November 29, 2013 Ontario Good Roads Association - Notice of Poll – OGRA Board of Directors	86
<u>NOTICE OF MOTION</u>	
<u>CULTURAL MOMENT</u>	
<u>ANNOUNCEMENTS</u>	
<u>CLOSED MEETING SESSION</u>	
1. "Property" matter regarding a proposed acquisition of land by the municipality (Section 239 (2) (c)) 2. "Legal" matter regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality (Section 239 (2) (e))	

AGENDA ITEM	PAGE NO.
<p><u>CONFIRMING BY-LAW NO. 4-14 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL</u></p> <p><u>ADJOURNMENT</u></p> <p>Michael Givens, Chief Administrative Officer/Clerk</p>	94

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

7:00 p.m.

Members Present:

Mayor: Raymond Tout
Councillors: Andy Lennox
Sherry Burke
Mark Goetz

Absent:

Councillor: Dan Yake

Also Present:

Chief Administrative Officer: Michael Givens
Deputy Clerk: Catherine More
Executive Assistant: Cathy Conrad
Business Economic Manager: Dale Small
Tourism, Marketing, Promotion Manager: April Marshall
Director of Public Works: Deb Zehr
Fire Chief: Jeff Dahms

The meeting was held in the Municipal Office Council Chambers, Kenilworth.

A. CALLING THE MEETING TO ORDER

Mayor Tout called the meeting to order.

B. O' CANADA

C. PASSING AND ACCEPTANCE OF AGENDA

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Agenda for the December 16, 2013 Regular Meeting of Council be accepted and passed with the addition of

STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

4. *Report from Michael Givens, Chief Administrative Officer
- Committee Structure – Supplemental Report*

Resolution Number: 1

Carried

/2

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Two

D. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None declared.

E. MINUTES

1. Regular Meeting of Council, December 2, 2013

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the minutes of the Regular Meeting of Council held on December 2, 2013 be adopted as circulated.

Resolution Number: 2

Carried

F. BUSINESS ARISING FROM MINUTES

None.

G. DELEGATIONS, DEPUTATIONS, PETITIONS, PRESENTATIONS

1. Mayor Tout presented Dale Small, Business Economic Manager and April Marshall, Tourism, Marketing, Promotion Manager with the EDAC Marketing Canada Award recently received by Taste Real for Brand Identity. Wellington County and each Municipality in the County were the recipients of the award for the Taste Real program that shares the passion for the way Wellington County food is grown, prepared, presented and enjoyed.

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Three

H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS

1. Wellington North Fire Service
 - Arthur Station
 - November 2013 Fire Report
 - November 2013 Fire Prevention Officer's Report
 - Mount Forest Station
 - November 2013 Fire Report
 - November 2013 Fire Prevention Officer's Report

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service November 2013 Fire Reports and the November 2013 Fire Prevention Officer's Reports for the Arthur and Mount Forest Fire Stations.

Resolution Number: 3

Carried

2. Report from Jeff Dahms, Fire Chief
 - Wellington North Fire Services Proposed Organizational Chart

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the report prepared by Jeff Dahms, Fire Chief, in regards to Wellington North Fire Services Proposed Organizational Chart;

AND FURTHER THAT the Council of the Township of Wellington North supports the proposed changes to the Organizational Chart, Pay Structure and Job Descriptions as itemized by the Fire Chief and recommended by Michael Givens, Chief Administrative Officer.

Resolution Number: 4

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Four

H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS (continued)

3. Report from Darren Jones, Chief Building Official
- Building Department Fees and Charges

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive the report prepared by Darren Jones, Chief Building Official, in regards to Building Department fees and charges;

AND FURTHER THAT the Council of the Township of Wellington North approve the proposed eight percent increase in Building Department fees as part of the proposed By-law to Establish Fees and Charges for Various Services Provided by the Municipality, as recommended by Michael Givens, Chief Administrative Officer.

Resolution Number: 5

Carried

4. Report from Michael Givens, Chief Administrative Officer
- Committee Structure (deferred from November 18, 2013 meeting)
- Committee Structure – Supplemental Report

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington approve the 2014 Standing Committee Structure as presented by the Chief Administrative Officer;

AND FURTHER THAT the new Standing Committee Structure be effective January 1, 2014;

AND FURTHER THAT:

- a public member be removed from the Recreation Committee
- the facility managers to be included as part of the staff contingent on the committee.

Resolution Number: 6

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Five

H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS (continued)

5. Report from Michael Givens, Chief Administrative Officer
- Committee Structure (deferred from November 18, 2013 meeting)
 - Committee Structure – Supplemental Report

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North direct staff to prepare and present the 2014 Council remuneration by-law reflecting the revised remuneration amount as recommended by the Chief Administrative Officer.

Resolution Number: 7

Carried

6. Report from Michael Givens, Chief Administrative Officer
- Small, Rural and Northern Municipal Infrastructure Fund (SRNMIF) Capital Program

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive for information the report from the CAO with regard to the Small, Rural and Northern Municipal Infrastructure Fund - Capital Program, as recommended by Michael Givens, Chief Administrative Officer.

Resolution Number: 8

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Six

H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS (continued)

7. Report from Dale Small, Business Economic Manager
- Public Art Grant Application: Community Improvement Program

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the Business Economic Manager report, prepared by Dale Small, dated December 16, 2013 with regards to the Public Arts Grant Application – Community Improvement Program;

AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$2,500 under the Public Arts Grant Program to the Arthur Horticultural Society and the Arthur Chamber of Commerce for the purchase of Ten Flower Planters for the downtown area;

AND FURTHER THAT the Council of the Township of Wellington North approve the transfer of funds in the amount of \$5,675 from the 2013 Community Improvement Program to a CIP Reserve Account for utilization in 2014, as recommended by Michael Givens, Chief Administrative Officer.

Resolution Number: 9 Carried

8. Recreation & Culture Advisory Committee
- Minutes, December 3, 2013

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive and adopt the minutes of the Recreation & Culture Advisory Committee meeting held on December 3, 2013.

Resolution Number: 10 Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Seven

I. CORRESPONDENCE FOR COUNCIL'S INFORMATION

1. Autism Ontario
Re: Request to Proclaim April 2, 2014 as World Autism Awareness Day

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North proclaim April 2, 2014 as World Autism Awareness Day, as requested by Autism Ontario.

Resolution Number: 11

Carried

2. Township of Killaloe, Hagarty and Richards
Re: Request for support of resolution regarding the Government's desire to limit Industrial Wind Turbine (IWT) Projects

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North support the resolution of the Township of Killaloe, Hagarty and Richards declaring that the Township of Killaloe, Hagarty and Richards is not a willing host for Industrial Wind Turbine (IWT) Projects.

Resolution Number: 12

Carried

3. Tay Valley Township
Re: Resolution Regarding OPP Billing Reform
- Received as information

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Eight

I. CORRESPONDENCE FOR COUNCIL'S INFORMATION (continued)

4. Hydro One Network Inc.
Re: Hydro One's Proposed Amended Class Environmental Assessment
for Minor Transmission Facilities
 - Memo to Municipalities for Distribution
 - Acknowledgement of Receipt
 - Notice of Submission
 - Draft Amended Class EA- Received as information

5. United Counties of Prescott and Russell
Re: Resolution Regarding Amendment to the Aggregate Resources Act
for peat moss extraction

Moved by: Councillor Goetz

Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North support the resolution of the United Counties of Prescott and Russell regarding amendment to the Aggregate Resources Act for peat moss extraction.

Resolution Number: 13

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Nine

I. CORRESPONDENCE FOR COUNCIL'S INFORMATION (continued)

6. Frank Vanderloo, B.M. Ross and Associates Limited
Re: Eastridge Landing Subdivision (Arthur) – Preliminary & Final
Acceptance of various Stages of Phase 1 – Reduction in Securities
for Phase 1

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North grant 2073022 Ontario Inc. (Dave Martin and James Coffey), for the Eastridge Landing Subdivision in the community of Arthur, Preliminary Acceptance for Stage 4 of Phase 1, effective September 17, 2013, and Final Acceptance for Stage 2 and Stage 3 of Phase 1;

AND FURTHER THAT the Corporation of the Township of Wellington North grant 2073022 Ontario Inc. (Dave Martin and James Coffey) for the Eastridge Landing Subdivision in the Community of Arthur, a reduction in the Phase 1 securities to the amount of \$48,620.50.

Resolution Number: 14

Carried

J. BY-LAWS

1. 104-13 Being a By-law to Establish the Fees and Charges for various services provided by the Municipality

Moved by: Councillor Goetz

Seconded by: Councillor Lennox

THAT By-law Number 104-13 being a by-law to establish the fees and charges for various services provided by the Municipality be read a First, Second and Third time and finally passed.

Resolution Number: 15

Carried

/10

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Ten

J. BY-LAWS (continued)

2. 105-13 Being a By-law to Appoint a Clerk for The Corporation of the Township of Wellington North.

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT By-law Number 105-13 being a by-law to appoint a Clerk for the Corporation of the Township of Wellington North be read a First, Second and Third time and finally passed. (Michael Givens)

Resolution Number: 16

Carried

3. 106-13 Being a By-law to Appoint a Community Emergency Management Coordinator and Alternate Community Emergency Management Coordinator for the Corporation of the Township of Wellington North.

Moved by: Councillor Goetz

Seconded by: Councillor Lennox

THAT By-law Number 106-13 being a by-law to appoint a Community Emergency Management Coordinator and Alternate Community Emergency Management Coordinator for the Corporation of the Township of Wellington North be read a First, Second and Third time and finally passed. (Linda Dickson, Denise Boyd-Dunlop, Michael Givens)

Resolution Number: 17

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Eleven

J. BY-LAWS (continued)

4. 107-13 Being a By-law to provide for an Interim Tax Levy on all assessment within specific tax classes and to provide a penalty and interest rate for current taxes in default and tax arrears.

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT By-law Number 107-13 being a by-law to provide for an interim tax levy on all assessment within specific tax classes and to provide a penalty and interest rate for current taxes in default and tax arrears be read a First, Second and Third time and finally passed.

Resolution Number: 18

Carried

K. OTHER/NEW BUSINESS

1. Petition for Drainage Works- Josef Huber
Re: East Part Lot 18, Concession 2, former Township of West Luther

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive the "Petition for Drainage Works" for East Part Lot 18, Concession 2 (former Township of West Luther), Township of Wellington North;

AND FURTHER THAT K. Smart Associates Limited be appointed as engineers and instructed to prepare a report with respect to this petition. (J. Huber).

Resolution Number: 19

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Twelve

L. ITEMS FOR COUNCIL'S INFORMATION

Cheque Distribution Report dated December 11, 2013

Ministry of Citizenship and Immigration

- Ontario Medal for Young Volunteers

Grand River Conservation Authority

- General Membership Meeting Minutes, October 25, 2013

Township of Southgate Committee of Adjustment

- Notice of Public Hearing for Application of Consent – File #B11/13

Ausable Bayfield Maitland Valley Source Protection Region

- Notice – Revised Proposed Source Protection Plans

M. NOTICE OF MOTION

None.

N. ANNOUNCEMENTS

Council wished everyone a Merry Christmas and a Happy New Year.

Councillor Burke informed everyone that the Arthur Skating Club will be hosting the Skate Canada competition on January 3, 4 and 5 and invited everyone to attend.

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Thirteen

O. CLOSED MEETING SESSION

1. "Security of Property" of the municipality (Section 239 (2) (a))
2. "Personal matter" about an identifiable individual, including municipal employees (Section 239 (2) (b))
3. "Legal matter" regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality (Section 239 (2) (e))

Moved by: Councillor Goetz
Seconded by: Councillor Lennox

THAT Council go into a meeting at 8:11 p.m. that is closed to the public under subsections 239 (2) (a) (b) (e) of the Municipal Act, 2001

- *to consider a matter related to security of property of the municipality*
- *to consider a personal matter about an identifiable individual, including municipal employees*
- *to consider a legal matter regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality*

Resolution Number: 20 Carried

Moved by: Councillor Lennox
Seconded by: Councillor Goetz

THAT Council rise from a closed meeting session at 9:16 p.m.

Resolution Number: 21 Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, December 16, 2013

Page Fourteen

P. CONFIRMING BY-LAW

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT By-law Number 108-13 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on December 16, 2013 be read a First, Second and Third time and finally passed.

Resolution Number: 22

Carried

Q. ADJOURNMENT

Moved by: Councillor Lennox

Seconded by: Councillor Goetz

THAT the Regular Council meeting of December 16, 2013 be adjourned at 9:17 p.m.

Resolution Number: 23

Carried

CLERK

MAYOR

2014 COUNCIL MEETING SCHEDULE

(subject to change – check current agenda information for specific meeting)

MEETING	DATE	COMMENCING
Council	January 13	7:00 p.m.
Council	January 27	7:00 p.m.
Council	February 10	7:00 p.m.
Good Roads Feb 23 to Feb 26		
Council	March 10	7:00 p.m.
Council	March 24	7:00 p.m.
Council	April 7	7:00 p.m.
April 21 Easter Monday		
Council	April 28	7:00 p.m.
Council	May 12	7:00 p.m.
Council	May 26	7:00 p.m.
Council	June 9	7:00 p.m.
Council	June 23	7:00 p.m.
Council	July 14	7:00 p.m.
Council	August 11	7:00 p.m.
Council	September 8	7:00 p.m.
Council	September 22	7:00 p.m.
Council	October 6	7:00 p.m.
Council	October 20	7:00 p.m.
Council	November 10	7:00 p.m.
Council	November 24	7:00 p.m.
Council	December 8	7:00 p.m.
Council	December 22	7:00 p.m.

DATES TO NOTE:

Good Roads (OGRA/Roma) is in Toronto on Sunday, February 23 to Wednesday, February 26th, 2014

AMO Conference is in London on Sunday, August 17 to Wednesday, August 20

AMCTO Conference is in Niagara Fall on Sunday, June 8 to Wednesday, June 11, 2014

CFM (Canadian Federation of Municipalities) Conference is in Niagara Falls on Friday, May 30 to Monday, June 2

ELECTION DAY is Monday October 27, 2014



TOWNSHIP OF WELLINGTON NORTH

FIRE SERVICE



7490 Sideroad 7 West, PO Box 125, Kenilworth, Ontario N0G 2E0

ARTHUR FIRE STATION REPORT DECEMBER 2013

The Arthur Fire Department responded to sixteen calls for assistance during the month of December 2013.

Arthur Village	2 Alarm Activation 1 Gas Odours in house 1 Fire (Garbage container) 1 CO alarm activation no symptoms 1 Ambulance Assist 1 Power Lines Down
West Garafraxa	1 Fire (Pole transformer sparking)
Mapleton Township	1 MVC 1 Fire (Bonfire)
West Luther	2 Alarm Activation 1 Tree fallen across road 2 Power Lines Down
Arthur Twp	1 Fire: Garbage Truck on Hwy 6

There were three practices held in December. On December 4th, Practice # 5, sixteen members attended. On December 11th, Practice # 6, fifteen members attended. On December 18th, Practice # 7, fourteen members attended.

On December 3rd, two fire fighters and special guest Ivan Fair attended the Wellington Dufferin Mutual Aid Association meeting held in Puslinch.

Wellington North Fire Services is in the process of recruiting fire fighters for the Arthur Fire Station.

Total number of Burn Permits issued by the Township for the Arthur Fire area in the month of December was one.

Submitted By: Arthur Station Chief Morrison, CMM III Fire Service Professional

**Fire Prevention Report
Wellington North Fire Services**

13-Dec
Arthur Station

Evac. Procedures	0
Telephone Calls	13
Business/Personal Service	9
Residential	2
Assembly Occ.	2
Misc.	6
Industrial	3
Meetings	2
Complaints	0
Mercantile	4
Letter/Reports	11
Institutional	1
Burn Permits	2
New Construction/Plan Review	1
Occupancy Permits	0
FE Ext. Training/Talks	0
Emerg. Planning	0
Inspection Follow Up	3
Pub. Ed. Lectures/Tours/House	1
Pre Incident Planning	0
Fire Safety Plan Review	1
Administration	7
Court/Documents/Serving	0
Training (OFC/Local)	2
Investigations	1

Notes:



TOWNSHIP OF WELLINGTON NORTH

FIRE SERVICE



7490 Sideroad 7 West, PO Box 125, Kenilworth, Ontario N0G 2E0

MOUNT FOREST FIRE STATION REPORT DECEMBER 2013

The Mount Forest Fire Station responded to fifteen calls for assistance during the month of December 2013.

- | | |
|----------------------|---|
| 8 in Mount Forest | - 3 Ambulance Assist (2 possible V.S.A., 1 lift assist) |
| | - 1 C.O. Alarm |
| | - 1 Fire Alarm (low water pressure) |
| | - 1 Smell of Gas (Propane) |
| | - 1 Public Assist (baby caught in crib) |
| | - 1 Investigation of Loud Noise |
| 3 in Arthur Township | - 1 Dumpster Fire (on Highway #6) |
| | - 2 M.V.C. (on Highway #6) |
| 1 in Southgate | - 1 M.V.C. (Highway 89 and Side Road 49) |
| 3 in West Grey | - 1 M.V.C. (Highway 89 and Pike Lake Road) |
| | - 1 False Alarm |
| | - 1 Reported Natural Gas Leak |

There were two meeting/practice sessions held during the month of December 2013. On December 9th, 2013 sixteen members were present and on December 23rd, 2013 eighteen members were present.

Two members from the Mount Forest Fire Station attended the Wellington County Mutual Aid meeting in Puslinch on December 3rd, 2013.

On Friday, December 6th, 2013 the Mount Forest Fire Station attended the Mount Forest Santa Claus Parade. The Mount Forest Fire Station had one truck in the Durham Santa Claus Parade on December 7th, 2013; and on December 14th, 2013 the Mount Forest Fire Station assisted Dundalk Fire with traffic control at the Holstein Santa Claus Parade.

Respectfully Submitted,
Ron MacEachern
Mount Forest Station Chief

**Fire Prevention Report
Wellington North Fire Services**

**Dec-13
Mount Forest Station**

Evac. Procedures	1
Telephone Calls	22
Business/Personal Service	6
Residential	0
Assembly Occ.	3
Misc.	11
Industrial	1
Meetings	5
Complaints	0
Mercantile	4
Letter/Reports	14
Institutional	0
Burn Permits	2
New Construction/Plan Review	1
Occupancy Permits	0
FE Ext. Training/Talks	0
Emerg. Planning	0
Inspection Follow Up	5
Pub. Ed. Lectures/Tours/House	2
Pre Incident Planning	2
Fire Safety Plan Review	3
Administration	11
Court/Documents/Serving	0
Training (OFC/Local)	2
Investigations	1

Notes:



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF JANUARY 13, 2014**

FROM: Jeff Dahms Fire Chief

SUBJECT: Fire Service Vehicle Purchase

RECOMMENDATION

That Council authorizes the Township Fire Chief to negotiate the purchase of a used vehicle not to exceed \$16000.00 (including applicable taxes). Said vehicle will act as a service vehicle for both the Arthur and Mount Forest Fire Stations in Wellington North Fire;

And further that said purchase would be funded from the Fire Department Capital Reserve.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Surplus Tanker Report FC 2013-03

BACKGROUND

Currently in the Wellington North Fire Service there is a mileage system in place that upon approval a member of the fire service could drive their vehicle to training or inspections or a meeting pertaining to fire department business and be reimbursed for mileage incurred. A service vehicle will not completely eliminate the mileage cost from the Fire budget however there could be savings from my day to day mileage claims of up to **\$6000/year** not including other functions that other members in the Fire Stations could use also. Purchasing a good used service vehicle with the funds from the sale of the surplus tankers will allow me to remove the line item from the Capital Budget for the total amount of **\$47,000**

Current Functions:

As of April 2013 I was hired as a full time Fire Chief and with that comes the need to travel from Mount Forest fire station to Arthur fire station and the Municipal office on a regular basis plus to attend meetings and inspections to be successful in this role. I am currently using my own personal vehicle to conduct business on a daily basis. If an emergency arises and I am needed to respond I currently need to use my personal

vehicle which is not set up as an emergency vehicle with all the necessary safety markings lights and sirens that would allow me to respond quicker to mitigate a timely resolution to the emergency at hand.

The Mt. Forest Fire Station has been fortunate with the generosity of the community to receive an ATV with a trailer to respond to emergency events where the fire trucks cannot access off the roads and create another tool for the Wellington North Fire Service to use to better serve the community.

Currently the members of the Mt. Forest Fire Station have been using their personal vehicles to pull this unit with the ATV housed inside, if this equipment is needed at such an emergency and while all good intentions are meant they would be putting themselves and their own vehicle at risk while responding without the proper lights, sirens and markings of an emergency vehicle.

The service vehicle I have located is a fleet vehicle which is a 2005 Chevy Tahoe 4x4 complete with emergency lighting package and NFPA compliant graphics and would be ready to put into to service as soon as purchased.

Funding for this service vehicle can use the \$16,000 that was transferred to the Fire Departments Capital Reserve from the sale of the 2 surplus tankers in 2013

PREPARED BY:	RECOMMENDED BY:
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Mike Givens

Jeff Dahms Fire Chief	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
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THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

ADMINISTRATION AND FINANCE COMMITTEE MINUTES

Monday, December 16, 2013

6:00 p.m.

Present: Andy Lennox, Councillor, Chairman
Ray Tout, Mayor
Mark Goetz, Councillor
Sherry Burke, Councillor
Michael Givens, CAO/Treasurer
Mary Jo Marshall, Deputy Treasurer
Catherine More, Deputy Clerk
Cathy Conrad, Executive Assistant
Dale Small, Business Economic Manager
April Marshall, Tourism, Marketing, Promotion Manager
Barry Lavers, Director of Recreation, Parks & Facilities
Jeff Dahms, Fire Chief
Darren Jones, Chief Building Official
Deb Zehr, Director of Public Works
Barry Trood, Water and Sewer Foreman
Dale Clark, Roads Foreman

Absent: Dan Yake, Councillor

1. Acceptance of Agenda

Moved by: Councillor Goetz

Seconded by: Mayor Tout

THAT the Agenda for the December 16, 2013 Administration/Finance Committee meeting be accepted and passed.

Resolution Number: 1

Carried

2. Declaration of Pecuniary Interest.

None declared

3. 2014 Budget

- CAO presentation of the 2014 Budget Overview

The budget process is a continuation of the process introduced in 2013. The CAO will spearhead the budget as the Township is without a Treasurer. There are two new department heads – Fire and Public Works. Department heads started working on Capital Budgets in October and Operating Budgets in November. Department Heads have been asked to reduce their Capital Budgets by 2% of the 2013 Budget. The Township aims to hold the 2014 tax levy to a 3% increase over 2013.

Results from 2013 are not final yet. Significant accounting work for year-end purposes will take place in January and February including reserve/reserve fund transfers, PSAB adjustments to an accrual accounting basis, individual account review and reallocations as required, balance the capital fund and finalize accruals (receivables/payables).

CAO-Treasurer focus items for 2014 include the emphasis on building reserves and reserve funds, capital projects where third party funding has been approved, capital budgets with departments giving consideration to how projects will be fully funded, a more collaborative approach to budgeting instead of departmental priorities, user pay budgets being revenue neutral, dealing with prior year unfinanced capital projects and looking for opportunities to increase returns on reserves and reserve funds.

The 2014 Budget will give consideration to Tangible Capital Assets with expenses that do not meet the definition of a Tangible Capital Asset being included in the Operating Budget; Obligatory Reserve Funds, such as development charges, being segregated from general revenues; Discretionary Reserve Funds earmarked to finance future projects being segregated from general revenues; Reserves that are an allocation of net revenue and are part of the general revenue; and Harmonized Sales Tax, which the Township pays a net tax of 1.76%, with the 1.76% being expensed within the budget. Sources of funding include the tax levy, user fees, transfer from reserves/reserve funds, grants and debt.

Items impacting the budget include OMPF, wage and salary increases, OMERS contribution rate, Township insurance increase, health benefit rate increase, election expenses, requested contribution to Louise Marshall Hospital North Wellington Health Care Capital Program, Conservation Authority budgets, no service level changes, connecting link assets and continued focus on long-term asset management planning.

During 2013 Wellington North had assessment growth of approximately 1.1%. This growth occurred primarily in the Residential and Farmland tax classes and resulted in approximately \$52,000 additional tax dollars. There is also a significant growth in assessment due to the Province-wide re-assessments done by MPAC in 2012 which is being phased in from 2013 to 2016 – Wellington North’s re-assessment growth is approximately 17%.

The distribution of total tax dollars collected by the Township is:

- Municipal 36%
- County 44%
- Education 20%

The reserve fund balances for both obligatory reserve funds and discretionary reserve funds remain strong.

Approximately \$1.25M in recreation, wastewater, water and roads debt is to be repaid by the end of 2013. Additional long-term borrowing currently allowed by the Province as per our Annual Repayment Limit is approximately \$20M for 20 years at 5% interest rate. Long-term borrowing to cut into the infrastructure deficit may need to be explored.

Future provincial infrastructure funding will be tied to municipalities having a detailed Asset Management Plan (AMP) in place. A comprehensive AMP should guide municipal investment and budgeting decisions. The province has provided \$30,458.54 to Wellington North to support preparation of our AMP. Public Works staff continue to work with BM Ross in determining project priorities for roads and bridges. The downloading of Connecting Link assets could have a dramatic impact on future funding needs and priorities.

Asset Management Planning requirements include the state of local infrastructure, the desired levels of service, an asset management strategy and a financing strategy. Council has committed to developing an Asset Management Plan in 2013-2014. Reports and studies that are tied to a comprehensive AMP and should be part of future budgets include a Roads Need Study, full Development Charges review and a Bridge and Structure Condition Assessment.

The Frederick Street project was discussed. The County would like to proceed even though we were denied Provincial funding. If we proceed with this project it could eliminate major projects if we do not borrow. Council’s goal has been to reduce debt and increase reserves; however, it would not make sense to not replace services if the County proceeds. We could use reserves and the regular capital allowance; but, that would deplete reserves and eat up the roads capital budget. Council is not inclined to pursue debt and increase tax levies. The Asset Management Plan will help with deciding if a project should be deferred or proceed. A lot of projects have been deferred for a lot of years and Council needs to decide if we should borrow to cover priorities.

4. **2014 Capital Budget Details**

- 2014 Capital Project Details

This format has been used for the past couple of years showing a listing of capital projects. There have not been a lot of reserve funds used. Since the draft 2014 Capital Budget was prepared we have been informed that we did not receive provincial funding for the Frederick Street project.

There is significant work to be done on the budget. A session involving department heads and Council is needed to prioritize items.

5. **2013 Budget vs. Year to Date as of November 30, 2013**

A copy of the 2013 Budget vs. Year to Date as of November 30, 2013 was included in the agenda package for review.

6. **Next Meeting Date – to be determined**

7. **Adjournment**

Moved By: Mayor Tout
Seconded By: Councillor Goetz

THAT the Administration/Finance Committee meeting of December 16, 2013 be adjourned at 7:01 p.m.

Resolution Number: 2

Carried

Roads Committee Meeting Minutes

Date: November 26, 2013
Time: 9:45 am
Location: Municipal Council Chamber
Kenilworth, Ontario

Attendees

(Committee): Andy Lennox, Councillor, Chairman
Sherry Burke, Councillor
Dale Clark, Road Superintendent
David Hill, Roads Foreman
Andy Morrison, Roads Foreman
Deb Zehr, Director of Public Works

Attendees:

(By Invitation): Laura Rooney, Finance/Public Works Clerk

Deb Zehr opened meeting and confirmed attendees.

Disclosure of Pecuniary Interest – Andy Lennox confirmed there was NONE

Minutes of October 15, 2013 meeting were previously circulated and approved by Council.

1. Project Status Update: (Dale Clark)

Winter Operations:

- Ready for winter, equipment prepared
- Winter maintenance ongoing for a couple weeks, sanding & salting, everything working ok
- Have been told new truck will be in around Christmas
- David Hill confirmed the winter term task help started on Monday, November 18th
- Andy Morrison discussed issue of parking on streets during winter months – having a problem with some cars being left on streets, staff have spoke with OPP requesting that they ticket some of the recurring offenders , but OPP advised they will not do this – questioned our by-law – Andy is going to follow up with OPP for clarification

O'Donnell road work:

- Finished job, took roughly three days to complete
- Project came within budget (aprox.\$300 more than quote)
- Invoice to go out shortly

Waterloo St Project:

- Pavement is done, sidewalk and curbing are in
- May try to subgrade if we get a mild spell, but remainder of work will probably be in the Spring

Training:

- Deb advised staff have received:
 1. Workplace Violence and Harassment Training
 2. Chainsaw Operator Training
 3. Health & Safety and Traffic Control Training along with Wellington North Power
 4. Snowplow Operator Training (37 participants, including other Municipality(employees) & Reeves Construction

2. Foreman Reports

Andy Morrison

- Leaf pickup has been completed and advised the Township did a lot themselves this year
- Equipment and machinery is ready for winter
- One culvert to look at (Patrick St?)

David Hill

- A couple road crossings left to do but too much frost on the road when last attempted
- David advised problem relating to mud on the road (example: Sideroad 3 and Sideroad 7) – it's been 6 years now of losing gravel
- David spoke with the police and advised a Traffic ByLaw is required
- Andy Lennox asked "where's the line drawn, difficult to do" (a bit of mud vs. lots – shovel stuck in mud on road stands up)
- David confirmed Mapleton has a by-law, Deb is going to look into this

3. Items for Discussion:

Bridge Inspections/Roads Needs Study:

- Deb advised that we "kind of" agree with the Bridge Study, mainly for the purpose of going by the most current information, that changed the order of the bridge work we were budgeting for
- David said he and Dale have a fair bit of input re: a lot of difference between the last study and the current study from the two different engineers and are completely different (ex. Conc.6 bridge)
- Andy and David also feel the results of the Roads Needs Study are "way out" (Frederick, Cork and Miller are too far in the future)
- The engineers "high priority" are not high priority according to Dale, David & Andy
- Andy Lennox asked if we have paid the bill? Deb replied 'no'
- David Hill said they need to know about the jobs that are 'subdivision driven'
- Andy Lennox feels "some of the roads being identified are just bizarre".

Budget 2014, Capital and Operations:

- Capital/Fleet budget: snowplow, backhoe, Kubota, Toro Lawnmower is going to Cemetery, New PickUp Truck and approximately \$4,003 from Water/Sewer to go to Roads to cover the truck Barry Trood now uses for the Water Dept

- Operations side – made cuts to allow money for purchase of more equipment

Bridges/Culverts:

- Staff have made some changes to what was initially planned
- Andy Lennox said ‘if municipal drains, the sizing should be in the engineer’s report’
- Concession 6 S, Dale Clark feels it can be replaced ‘with a pipe’
- Concession 8 N, Dale Clark says needs to be dealt with as in poor shape
- Andy Lennox would sooner fix high volume roads and place ‘Weight Restrictions’ on the BM Ross “high priorities” instead of following the BM Ross report
- Deb confirmed with the foremen that they are back to their original list again

Roads:

- Frederick St project (1st Priority)
- Deb said full reconstruction
- Andy Lennox feels we need clarification from the County as to what is being done (streets, curbing, sidewalks), for purpose of budgeting
- Discussion led to County’s “shave & pave” of Charles St
- Miller St, John St & North Waterloo S (2nd Priority)
- Cork St (3rd Priority)
- John St
- Misc. Rural Roads
- Rural Rds – Concession 11 – Deb said will pretty much use budget
- Development Driven Roads work
- **Mount Forest Drive is the only one from the BM Ross report that is on our list, we are doing what we have planned based on the condition of the roads according to the Foremen and Water projects
- Gas tax Projects – bridges and probably decided by Mike Givens
- Miller St and Cork St projects will be next options if we do not get funding for the Frederick St project

Winter Roads Policy:

- Working on updating, two-thirds done
- Need to add/update mapping and roads that are closed for winter
- Minor changes required (road names and contacts)
- May create ByLaw for roads closed and no winter maintenance roads
- ByLaw would become part of Winter Roads Policy
- Foremen confirmed there are “No Winter Maintenance” signs presently at required locations
- Andy Lennox would like draft Study circulated to council with comments that “the results were unexpected” and we would appreciate comments
- Andy Lennox said “this is totally not what I expected” in reference to the study
- Andy Lennox feels the foremen’s years of experience needs to be documented for when they retire, to be used in conjunction with Study

4. Other Business

Andy Lennox is "concerned we are not keeping up with maintaining the roads infrastructure" – "there will be difficult choices (Conc.6 vs MF Road)"

Andy Lennox is looking for information as to "why" the Study has picked specific jobs.

Andy Lennox said the whole picture needs to be looked at not just the condition of the road (ex. one road that is in need of repair may stay in that condition for 5 years whereas another road may only be able to stay at a certain condition for only 1 year)

Gary Mathews made the point that some work is driven by water and sewer.

5. Closing

Deb closed the meeting and advised this was the last meeting for the Public Works Committee with a new proposed structure. In the future reports would be presented to council, more than likely prepared by her with input from the foremen.

Deb thanked council members of the Roads, Water/Sewer Committee for their attendance and input.



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF JANUARY 13, 2014**

**FROM: MICHAEL GIVENS
CAO**

SUBJECT: TREASURER RECRUITMENT UPDATE

RECOMMENDATION

That Council of the Township of Wellington North receive for information the CAO report Treasurer Recruitment Update.

PREVIOUS REPORTS/CORRESPONDENCE PERTINENT TO THIS MATTER

CAO Report 2013-03 Treasurer Recruitment

BACKGROUND

We continue to work towards the recruitment of a new Treasurer for the Township. I and Nigel Bellchamber of N.G. Bellchamber & Associates have been working on this process since Council provided authorization on November 18, 2013.

After re-advertising the position, Mr. Bellchamber was in receipt of nine applicants for the position. Mr. Bellchamber's review and analysis of the applicants resulted in a list of three candidates for first interviews.

First interviews were scheduled and completed with the three applicants on the evening of January 8th by Mr. Bellchamber and myself.

Based on the interviews we believe that we have some very strong candidates and that second interviews are warranted for some candidates. Second interviews should be conducted in the next week or so and could involve the Mayor, at least one other member of Council and Mr. Bellchamber.

Based on a positive second interview, I anticipate presenting a potential candidate to all of Council within the next four to five weeks. Obviously consideration of notice the candidate would need to provide to a current employer and the establishment of a comprehensive employment agreement will impact any potential start date for a new Treasurer.

Treasury department staff continues to put forth extra effort to ensure that the Township does not fall behind at this challenging time of year.

PREPARED BY:	RECOMMENDED BY:
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Mike Givens

Mike Givens

MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
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Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF January 13, 2014**

**FROM: Deb Zehr
Director of Public Works**

SUBJECT: EA Arthur WWTP – Assimilative Capacity Study

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information the Director of Public Works report on the Environmental Assessment of the Arthur Wastewater Treatment Plant.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

XCG presentation on Sept 23, 2013
XCG Assimilative Capacity Report June 2013

BACKGROUND

The Township of Wellington North contracted XCG to complete an Environmental Assessment to re-rate the WWTP in Arthur. Part of the process involved an Assimilative Capacity Study which was completed by XCG in June 2013. We have been waiting for feedback on this report from the Ministry of the Environment (MOE) on the effluent criteria if the plant was re-rated. Further information has been exchanged between the MOE and XCG with the most recent information attached. Staff have been anxiously awaiting the outcome of meetings with the MOE and XCG to see if an agreement could be reached on the effluent criteria for the proposed re-rated plant or if more testing would be required. On January 9, 2013 the Ministry of the Environment finalized the effluent limits and we can now proceed to the next steps of the Class EA process. I have not yet received the report on what the effluent criteria will be but will provide an update when it becomes available.

A very positive milestone has been reached and allows for movement forward in the EA process which is the analysis of design options for the expansion. In the meantime, XCG will be setting a timeline for the next steps and working on assessing design options and preparing a technical memo to be forwarded to Council for the preferred design alternative.

PREPARED BY: Deb Zehr

RECOMMENDED BY:

Deb Zehr

**(NAME) Deb Zehr
(TITLE) Director of Public Works**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER**

Tel 519-848-3620

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township@wellington-north.com

Date: January 6, 2014 **XCG File No.: 3-3167-01-01**

To: Barbara Slattery & Sarah Day (Ministry of the Environment)

cc: Barry Trood & Deb Zehr (Township of Wellington North) and Stephen Nutt (XCG Consultants Ltd.)

From: Colin Clarke (XCG Consultants Ltd.)

Re: Arthur WWTP - Assimilative Capacity Study

1. INTRODUCTION

In an e-mail dated December 4, 2013, Ms. Barbara Slattery of the Ministry of the Environment (MOE) provided MOE comments regarding the Arthur Wastewater Treatment Plant (WWTP) Assimilative Capacity Study (XCG Consultants Ltd., October 2013). The e-mail provided comments and recommendations related to the Assimilative Capacity Study and the effluent limits proposed for the expanded Arthur WWTP. The comments covered two broad categories 1) Reporting and Documentation; and 2) Surface Water Impacts.

This memorandum repeats MOE's original comment (shown in italics), and provides XCG's response to the comment. Note that data tables and appendices contained in the MOE email are not repeated herein.

2. REPORTING AND DOCUMENTATION

- As previously noted, no indication has been provided to show that the Grand (sic) Valley flows were included in this assessment of the new average daily flow (ADF) of 2300 m³d-1. Adjustments may need to be made to the assimilative capacity study (ACS) and specific calculations (e.g. loadings) depending on the clarification provided.*

Future flow increases requested by Golden Valley Farms have been included in the proposed ADF. No increase in the proposed future capacity will be required to accommodate Golden Valley Farms.

3. SURFACE WATER IMPACTS

- The proposed maximum total daily effluent flow (i.e. flow from the WWTP plus flow from the storage lagoons) to the Conestogo River for the months of April (2150 m³d-1), May (1300 m³d-1), October (1000 m³d-1), November (3550 m³d-1) and December (2800 m³d-1) appear to be acceptable. Additional information is to be provided to the MOE for our review before acceptance of the January,*

February and March maximum total effluent flow of $6500 \text{ m}^3 \text{ d}^{-1}$ for each month can be made. We will request that a condition be included in the future Environmental Compliance Approval (ECA) identifying the maximum total effluent flow rates to the receiver.

To address this concern, XCG Consultants Ltd. (XCG) has completed additional mixing zone modelling. The mixing zone modelling is provided in Attachment A to this memo.

2. *The proposed effluent objectives (5 mg/L, 5 mg/L and N/A) and limits (10 mg/L, 1 mg/L and 100 CFU/100 mL) for cBOD₅, total suspended solids (TSS) and E. coli, respectively, appear to be acceptable. The total phosphorus (TP) objective (0.2 mg/L) also appears to be acceptable. It should be noted that these limits, along with TP and total ammonia nitrogen (TAN), will be monthly average limits to reflect existing wastewater treatment plant requirements and not annual average limits as set out in the old Certificate of Approval (C of A). In the case of E. coli the limit will be a monthly geometric mean. This will be clearly reflected in the new ECA.*

Notes will be added to the proposed effluent limits table in the ACS to identify the averaging period for each parameter.

3. *The TAN limit of 0.65 mg/L is acceptable based on the mixing zone modeling that was completed. However, after reviewing the information in the ACS for total ammonia, discharge curves based on TAN concentration will be used to determine the discharge quality and quantity. As a result, it is possible that TAN concentrations will be greater than 0.65 mg/L (e.g. February discharge curve with a streamflow of $0.3 \text{ m}^3 \text{ s}^{-1}$ and an effluent discharge of $3000 \text{ m}^3 \text{ d}^{-1}$ could have a TAN of 3.5 mg/L) and would technically not meet the TAN limit of 0.65 mg/L. Therefore, it is suggested that the monthly TAN limit be based on the maximum TAN identified in the curves provided in Figures 2 to 9 and any adjustments required based on comments #6 and #8 below.*

See responses to 6 and 8 below.

4. *An objective for TAN needs to be proposed and provided to the MOE for review and approval.*

The proposed design objective for TAN is 0.5 mg/L-N.

5. *Dissociation ratios were used to calculate total ammonia end of pipe toxicity and unionized ammonia at the end of the mixing zone. The use of the dissociation ratios are not ideal or necessarily adequate for the following reasons:*
 - a. *The dissociation ratio data were lumped together for the effluent and the ambient data were lumped into quarters rather than calculated monthly;*
 - b. *The direct calculation of unionized ammonia using appropriate field pH and temperature data is preferred over a dissociation ratio;*
 - c. *The effluent dissociation ratio was based on the 75th percentile rather than the worst case scenario of 95th percentile or maximum concentration;*



- d. The MOE uses a total ammonia end of pipe toxicity of 0.1 mg/L rather than 0.2 mg/L to assess acute toxicity impacts;
- e. The effluent dissociation ratio was generated using PWQMN field pH and temperature data but did not include field pH and temperature data from the actual wastewater characterization dataset; and
- f. The ambient dissociation ratio was generated using PWQMN field pH and temperature data but did not include field pH and temperature data that was collected in the receiver by Triton from 2007 to 2011.

To clarify, the Triton data was incorporated for both pH and temperature. There were no PWQMN stations in the area.

- 6. Recalculation of the total ammonia end of pipe toxicity was completed using monthly 95th percentile pH and temperature for the effluent generated from the "Wastewater Characterization" and "Ambient and Effluent Data" spreadsheets that were provided by XCG to Lindsey Burzese on June 10, 2013. These data are limited for May and October as there is only one data point for these months. The results are provided in the table below and the raw effluent pH and temperature data are provided in Appendix A.

Table and Appendix A excluded.

Based on the results, the effluent has the potential to be acutely toxic in March and November at an effluent TAN greater than 2.8 and 0.4 mg/L, respectively.

Because of the limited monthly data for May and October, additional calculations were completed for these months using pH and temperature data from April/June and September/November to give an idea of the potential range of effluent TAN for those months (see table below). The maximum TAN in the effluent to be non-acutely toxic could potentially range from 4.8 to 15.1 in May and from 0.4 to 128.1 in October.

Table excluded.

A potential October and November TAN limit of 0.4 mg/L will likely be unachievable and provide limited flexibility for the WWTP. The low TAN for November (and the October range) appears to be driven by the high pH in effluent for that month which was a result of a couple of elevated pH concentrations in the effluent. If the effluent pH is maintained at a value no higher than 8, TAN would not be acutely lethal at the end of pipe at a TAN of 3.5 mg/L (see table below) for all months including November and would also address the lower TAN for acute lethality originally calculated for March. However, the October effluent TAN has the potential to be acutely lethal at a concentration greater than 2.8 mg/L.

Therefore, it is recommended that the TAN limit for January, February, March, April, May, November and December be set to 3.5 mg/L while the October TAN limit be set to 2.8 mg/L. This recommendation is only valid provided that the ECA identifies an upper pH limit of 8.



XCG has recalculated effluent un-ionized ammonia based on additional effluent temperature data and an effluent pH limit of 8 (see Table 1). To ensure a pH limit of 8, effluent pH adjustment will be required. Preliminary discussion with MOE identified that pH adjustment would be acceptable.

Table 1 Calculation of Effluent Un-ionized Ammonia

Month	Effluent Temperature (°C) ^a	Effluent pH	pka	f	Un-ionized Ammonia (mg/L)	TAN in Effluent (mg/L)
January	10.1	8	9.73	0.018	0.099	5.5
February	8.5	8	9.78	0.016	0.099	6.2
March	11.9	8	9.67	0.021	0.099	4.7
April	11.9	8	9.67	0.021	0.099	4.7
May	14.5	8	9.58	0.026	0.099	3.8
October	18.4	8	9.45	0.034	0.099	2.9
November	13.4	8	9.62	0.023	0.099	4.3
December	9.3	8	9.75	0.017	0.100	5.9

Notes:
a - 95th percentile temperature

The updated calculations are similar to those presented by the MOE. The results support the recommendation by the MOE that the TAN limit for January to May and November to December be set to 3.5 mg/L-N and that the limit for February be set to 2.8 mg/L-N. It should be noted that the TAN effluent limit applies for a pH upper compliance limit of 8.

7. *The standard pH limit of 6 to 9 will not be appropriate for this facility as a pH of 9 will result in an acutely toxic TAN at the end of pipe for all discharge months. The maximum pH limit should be set to 8 to ensure that TAN end of pipe acute toxicity does not occur. If the proponent feels a pH limit of 8 is too constrictive then they should provide an alternate TAN and pH limit that will ensure acutely toxic TAN does not occur at the end of pipe.*

The proposed pH limit is 6 - 8. The upper limit will be maintained by pH adjustment of the effluent.

8. *Recalculation of the unionized ammonia concentration at the end of the mixing zone was completed using quarterly 75th percentile pH and temperature for the receiver generated from the "Ambient and Effluent Data" spreadsheets that were provided by XCG to Lindsey Burzese on June 10, 2013. Ideally monthly pH and temperature data for the receiver should have been used however there was an insufficient dataset for this to be completed. In addition, June data was not included in the second quarter (April, May and June) calculation as it was not considered appropriate. The results are provided in the table below and the receiver pH and temperature data are provided in Appendix A.*



Table and Appendix A excluded.

Based on the results, the unionized ammonia at the end of the mixing zone for an effluent TAN ranging from 0.65 to 3.5 mg/L should be less than the provincial water quality objective (PWQO). However, it needs to be noted that there is limited data for the receiver and the pH and temperature data should be based on monthly information not quarterly. It is recommended that any Triton field data collected from 2007 to 2011 be included in the receiver dataset and monthly statistics generated, if possible.

The dataset provided to the MOE contains the Triton data. XCG has completed a monthly analysis of fully mixed unionized ammonia (see Table 2) using the same approach applied by the MOE for the seasonal analysis. The resultant unionized ammonia concentrations are similar to those presented by the MOE. Fully mixed concentrations are less than the PWQO of 0.02 mg/L for un-ionized ammonia.

Table 2 Calculation of Fully Mixed Un-ionized ammonia

Month	75 th Percentile Ambient Temperature (°C) ^a	75 th Percentile Ambient pH	pka	f	Un-ionized Ammonia (mg/L)	Fully Mixed TAN (mg/L)
January	0.0	8.58	10.08	0.031	0.014	0.45
February	0.0	8.35	10.08	0.018	0.009	0.49
March	1.9	8.53	10.01	0.032	0.014	0.43
April	10.3	8.60	9.72	0.071	0.016	0.23
May	16.0	8.48	9.53	0.082	0.019	0.23
October	8.1	8.50	9.8	0.048	0.013	0.28
November	3.0	8.50	9.98	0.032	0.009	0.29
December	1.5	8.80	10.03	0.056	0.016	0.29

9. The proposed discharge curves for TAN are not ideal and the MOE would like to move away from their use such that exact numbers can be calculated and recorded by the operators, rather than estimations from a figure, and made available for review by Environmental Officers. In order to maintain flexibility for the Arthur WWTP it is recommended that a table be included in the new ECA that identifies the flow ratios that can be used to discharge effluent at a range of effluent TAN concentrations and that this table replace the figures proposed in Section 3.1 of the ACS. A possible example is provided below. Dilution values or flow ratios were taken from the "Ambient and Effluent Data" spreadsheet provided by XCG to Lindsey Burzese on June 10, 2013.

A table as opposed to curves will be easier to apply and is acceptable to the Township of Wellington North. XCG has developed updated ratios based on the monthly analysis completed above (see Table 3).



Table 3 Streamflow: Effluent Ratio for various TAN Limits

Month	TAN Concentration (mg/L)					
	<= 0.65	>0.65 to 1	>1 to 1.5	>1.5 to 2	>2 to 2.8	>2.8 - 3.5
January	0.7	1.9	3.7	5.5	8.5	11.0
February	0.5	1.6	3.2	4.6	7.1	9.4
March	0.8	2.2	4.2	6.0	9.1	11.8
April	3.5	6.3	10.7	15.0	21.5	27.3
May	3.5	6.5	10.2	15.3	21.8	26.2
October	1.9	3.8	6.3	9.1	13.6	N/A
November	1.8	3.5	6.0	8.8	12.5	16.4
December	1.9	3.5	6.1	8.6	12.6	16.0
Notes:						
N/A – not available as recommended TAN limit for October is 2.8 mg/L						

10. *The calculations to determine the streamflow based on the stage-discharge curve, and the effluent flow rate based on TAN concentrations/flow ratios need to be clearly set out in the operations manual and easy for the operators to understand, follow and record the resulting information. A condition should also be included in the new ECA that requires that this information (i.e. stage, calculated streamflow, TAN, calculated effluent flow) be recorded in a log by the operator on a daily basis. The proponent should provide a recommendation on how the daily TAN will be determined.*

Recommendations for a log and measurements of TAN will be included in the ESR.

11. *The consultant indicated that a reasonable rating curve will be required for the discharge curves and that the curves will need to be updated to reflect changes in bed morphology. A condition should be included in the ECA requiring the development of the stage-discharge curve, annual updating of the curve and a backup plan in place should updating of the curves not be completed.*

The requirement of a stage-discharge curve will be discussed in the ESR.

12. *The old C of A has annual loading limits for cBOD5, TSS, TP and TAN however no loading limits were proposed for the new ECA. This needs to be completed however there are several issues specific to this that will need to be addressed and are as follows:*

- a. *The old C of A loadings are annual average limits and the new ECA will require monthly average loading limits;*
- b. *Monthly average loading limits are generally determined using the monthly average concentration and the ADF however this is specific to WWTPs that discharge year round. In the case of Arthur where discharge only occurs during a specific window (~243 days from October 1 to May 31) a new method*



- to determine the monthly loading limit will be required, particularly as the old method will result in non-compliance issues;
- c. Use of the ADF to determine the loading limit may not be appropriate as it does not reflect the total effluent flow to the Conestogo River. Consideration should be given to using the proposed maximum total daily effluent flow in place of the ADF or an average total daily effluent flow, if it can be satisfactorily calculated;
 - d. The new monthly loading limits may result in values that are higher than the existing C of A loading limits for some months but lower for others. In order to substantiate that there will be an overall reduction in loadings, the total loading for the discharge window for the existing C of A (227 days from September 16 to April 30), for the new ECA (243 days from October 1 to May 31) and actual loadings for the existing discharge window for the last 2 years should be compared; and
 - e. It is also recommended that a seasonal (i.e. Oct 1 to May 31) loading limit be included such that the monthly limits provide flexibility but the seasonal limit ensures an overall reduction in loadings, in particular for TP, from the previous C of A.

Response to a., b. c. and e.:

Proposed maximum loading limits have been calculated as the maximum effluent flow multiplied by the proposed compliance limit (see Table 4).

Table 4 Maximum Loading Limits

Discharge Period	ADF (m ³ /d)	TSS & BOD ₅ (mg/L)	TSS & BOD ₅ (kg/d)	TP (mg/L)	TP (kg/d)	TAN (mg/L)	TAN (kg/d)
January	6500	10	65	0.3	1.95	3.5	22.8
February	6500	10	65	0.3	1.95	3.5	22.8
March	6500	10	65	0.3	1.95	3.5	22.8
April	2150	10	22	0.3	0.65	3.5	7.5
May	1300	10	13	0.3	0.39	3.5	4.6
October	1000	10	10	0.3	0.30	2.8	2.8
November	3550	10	36	0.3	1.07	3.5	12.4
December	2800	10	28	0.3	0.84	3.5	9.8
Seasonal (October 1 - May 31)	3455	10	35	0.3	1.04*	3.5	12.1
Note:							
* equates to 0.69 kg/d on an annual basis at an ADF of 2300 m ³ /d.							



Response to d.:

A comparison table for TP showing existing limits proposed limits and historical values are shown in Table 5.

Table 5 Comparison of TP Loads

Month	Existing*	Proposed	2007	2008	2009	2010	2011	2012
January	2.36	1.95	0.70	0.55	1.56	1.12	0.85	0.98
February	2.36	1.95	0.36	0.75	0.85	1.50	0.99	1.22
March	2.36	1.95	0.88	0.89	1.26	0.55	0.65	0.34
April	2.36	0.65	1.34	0.75	0.93	1.05	0.45	0.05
May	0	0.39	0	0	0	0	0	0
September	2.36	0	0	0	0	0	0	0
October	2.36	0.30	0	0	0	0	0	0
November	2.36	1.07	0.08	0.58	0.80	0.42	0.62	0.49
December	2.36	0.84	1.30	0.93	0.81	0.58	0.91	0.76
Notes:								
* Annual average spread evenly across months.								

The Table shows that there is a decrease in TP loads in all months, from the existing CofA to the proposed limits, with the exception of May. Actual values from 2007 - 2012 show a wide variability in TP loads; in part due to effluent concentrations as well as effluent flows which are not as regulated under the current CofA.

13. *The sampling program for the effluent and receiver were not provided in the ACS. The proponent should submit the proposed surface water and effluent sampling program for review and acceptance by the Ministry and for inclusion in the new ECA. The sampling program should include but not be limited to: parameters to be sampled, locations to be sampled and frequency of sampling. In addition to this, a contingency plan should be provided, and included as a condition in the new ECA, on the steps that will be taken should effluent limits be exceeded.*

This information will be provided in the ESR.



ATTACHMENT A

Date: January 6, 2014 **XCG File No.: 3-3167-01-01**

To: Sarah Day (Ministry of the Environment)

cc: Barry Trood, Deb Zehr (Township of Wellington North), Stephen Nutt (XCG Consultants Ltd.), Barbara Slattery (Ministry of the Environment)

From: Colin Clarke (XCG Consultants Ltd.)

Re: Arthur WWTP Mixing Zone Analysis - TAN and TP

1. INTRODUCTION

In a letter dated October 23, 2013, Ms. Sarah Day of the Ministry of the Environment (MOE) provided comments regarding the Arthur Wastewater Treatment Plant (WWTP) mixing zone analysis for total ammonia nitrogen (TAN) and total phosphorus (TP).

The letter outlined general background information and provided seven comments. In general, comments 1 - 4 identified that the proposed effluent limits and mixing zones were acceptable for the four scenarios presented (i.e. 7Q20 April, 7Q20 October, 2 x 7Q20 April and 2 x 7Q20 October). These comments require no response from XCG Consultants Ltd. (XCG). The remaining three comments require additional work. Each comment is listed below followed by the response.

2. COMMENTS

Comment #5:

As the TP concentrations at the end of the mixing zone aren't ideal, the MOE is requesting that far field modeling be completed to determine the distance downstream where TP concentrations return close to background concentrations. This may require the use of decay kinetics and/or uptake parameters in the modeling.

For clarification purposes Colin Clarke of XCG contacted Ms. Sarah Day in order to clarify MOE requirements. Through discussion it was determined that it would be suitable to estimate TP attenuation using a simple linear decay model and that the points of interest were approximately 2.8 km downstream (near the All Treat discharge) and 3.7 km downstream (approximately 1 km downstream of Wellington Road 109).



To determine a reasonable range of decay coefficients, XCG reviewed the following report by Reiser, R.G., 2004, "Evaluation of stream flow, water quality, and permitted and nonpermitted loads and yields in the Raritan River Basin, New Jersey, Water Years 1991-98": U.S. Geological Survey Water-Resources Investigations Report 03-4207, 210 p. The paper looked at four different rivers in the Raritan River Basin including the South Branch Raritan River, North Branch Raritan River, Millstone River and Lamington River and developed TP decay coefficients on a reach by reach basis. The decay coefficients ranged from 0.05 - 0.77 1/day during the non-growing season which is when the bulk of the discharge would be occurring from the Arthur WWTP. While these numbers were measured in New Jersey, they show that in general decay is expected to be small during the non-growing season and they should be transferable to this study. As such the above range in decay coefficients was used to estimate downstream concentrations of total phosphorus.

TP concentrations from the plant (including decay) were estimated at the downstream location using the following equation.

$$TP_x = TP_{wwtp} e^{-kt}$$

Where:

TP_x = effluent effective concentration at location x metres downstream (mg/L)

TP_{wwtp} = effluent TP concentration from the WWTP (mg/L)

k = decay coefficient

t = time in days. Estimated from the CORMIX velocity and the total distance travelled.

With this concentration, a simple mass balance was completed. The estimated concentrations at the aforementioned locations are summarized in Table 1 and Table 2 for decay rates of 0.05 1/day and 0.77 1/day respectively.

Table 1 CORMIX Predicted Mixing Zone Lengths for TP Decay 0.05 1/d

Scenario	Stream Velocity (m/s)	Concentration at All Treat (mg/L)	Concentration 1 km past Wellington Road 109 (mg/L)
October 7Q20	0.115	0.132	0.128
February 7Q20	0.127	0.212	0.206
April 7Q20	0.232	0.100	0.100
October 2 x 7Q20	0.142	0.132	0.132
February 2 x 7Q20	0.208	0.169	0.169
April 2 x 7Q20	0.311	0.100	0.100



Table 2 CORMIX Predicted Mixing Zone Lengths for TP Decay 0.77 1/d

Scenario	Stream Velocity (m/s)	Concentration at All Treat (mg/L)	Concentration 1 km past Wellington Road 109 (mg/L)
October 7Q20	0.115	0.111	0.107
February 7Q20	0.127	0.179	0.166
April 7Q20	0.232	0.093	0.091
October 2 x 7Q20	0.142	0.114	0.111
February 2 x 7Q20	0.208	0.154	0.150
April 2 x 7Q20	0.311	0.096	0.093

Table 3 shows the downstream concentrations with no decay.

Table 3 Mass Balance for Fully Mixed TP Concentrations

Scenario	Streamflow (m ³ /s)	Stream TP Concentration (mg/L) ¹	Proposed Effluent Flow (m ³ /d)	Proposed TP Compliance Limit (mg/L)	Fully Mixed Concentration (mg/L)
October 7Q20	0.022	0.043	1,000	0.3	0.132
February 7Q20	0.039	0.043	6,500	0.3	0.212
April 7Q20	0.087	0.043	2,150	0.3	0.010
October 2x7Q20	0.044	0.043	2,000	0.3	0.132
February 2 x 7Q20	0.078	0.043	6,500	0.3	0.169
April 2x7Q20	0.174	0.043	4,300	0.3	0.010

Notes:
1. Annual 75th percentile TP concentration

Concentrations resulting from decay are quite variable dependant on the decay coefficient applied and the total travel time. Longer travel times would result in lower concentrations. Background conditions are not likely to be reached prior to reaching the All Treat discharge location.

Comment #6:

The maximum effluent flow permitted to be discharged in January to March is 6500 m³d⁻¹ (lagoon effluent plus treatment system effluent) and is approximately 6.5 times greater than the maximum flow rate in October however the 7Q20 flows in February (month with the lowest 7Q20 during that period) are only 1.4 times greater than in October. As the increase in effluent discharge far exceeds the increase in 7Q20 flow, there is the potential for more impact to be noted during this period than in



October or April. Therefore, it is requested that a mixing zone analysis be completed for the maximum effluent flow of 6500 m³d⁻¹ in February (lowest 7Q20 when maximum flow would be allowed).

The CORMIX modelling was updated to include two additional scenarios: February 7Q20 and February 2 x7 Q20 (double the 7Q20 flow) for TP and TAN. The parameters used in the TP model are summarized in Table 4; the parameters for the TAN model are summarized in Table 5.

Given that the effluent flow rate is greater than the February 7Q20 it was not possible to model the mixing zone. However, all other scenarios show complete mixing occurs in less than 150 m. With regard to TP, the intent is to ensure that loads do not increase; therefore, the modelling of this mixing zone is not as much of concern. For TAN, the effluent ammonia concentration is low enough that it is protective of the environment. The effluent is not acutely toxic at the end-of-pipe and under fully mixed conditions the un-ionized ammonia concentration is 0.019 mg/L. Further, given the ratio of wastewater to streamflow it is likely that the dissociation ratio will be less due to the lower pH of the effluent.

Mixing zone lengths for all scenarios are shown in Table 6 and Table 7 for TP and TAN respectively. As mentioned above total mixing occurs in less than 150 m for all scenarios; in some cases mixing zones for TAN to reach the PWQO for un-ionized ammonia are less than the total mixing length. Small differences in total mixing zone lengths between TP and TAN are a result of rounding for various concentrations.

Comment #7:

It is not clear if the flow values used in the mixing zone analyses include the Grand Valley (sic) discharge to the WWTP? If not, then modeling scenarios should be redone to account for the flow from this wastewater source.

Additional flow from the Golden Valley Farms (180 m³/d) would be accommodated within the proposed future ADF capacity.



Table 4 CORMIX3 Parameters - TP model

Model Input	Oct. 7Q20	Feb. 7Q20	Apr. 7Q20	Oct. 2 x 7Q20	Feb. 2 x 7Q20	Apr. 2 x 7Q20
Ambient Parameters						
7Q20 Flow (m ³ /s)	0.022	0.039	0.087	0.044	0.078	0.174
Average depth at discharge (m)	0.1	0.14	0.15	0.14	0.15	0.2
Depth at discharge (m)	0.1	0.14	0.15	0.14	0.15	0.2
Ambient 75th percentile temperature (°C)	8.1	0.0	10.3	8.1	0.0	10.3
Wind speed (m/s)	2.0					
Manning's n	0.055 (calibrated value from GRCA HEC-RAS model)					
Ambient annual 75th percentile TP (mg/L)	0.043					
Outfall Parameters						
Discharge located on bank	left					
Discharge configuration	flush					
Outfall Angle relative to flow (degrees)	90					
Channel side slope (degrees)	10					
Local depth at discharge (m)	0.1	0.14	0.15	0.14	0.15	0.2
Discharge width (m)	0.375					
Estimated discharge depth (m)	0.05	0.075	0.1	0.1	0.15*	0.2
Discharge Parameters and PWQO						
Proposed ADF (m ³ /d)	1,000	6,500	2,150	2,000	6,500	4,300
Proposed TP compliance limits (mg/L) ¹	0.3					
Effluent Temperature (°C)	18.4	8.5	11.9	18.4	8.5	11.9
Fully mixed TP (mg/L) ¹	0.132	0.212	0.10	0.132	0.169	0.10
Notes:						
1. Concentrations in table are actual values; to convert to excess concentrations for use in CORMIX subtract the ambient value from the proposed TP limit and calculated PWQO.						
*The higher velocity for the February flow required that the channel width be increased to 0.4 m because the discharge channel depth cannot exceed the receiver depth.						



Table 5 CORMIX3 Parameters - TAN model

Model Input	Oct. 7Q20	Feb. 7Q20	Apr. 7Q20	Oct. 2 x 7Q20	Feb. 2 x 7Q20	Apr. 2 x 7Q20
Ambient Parameters						
7Q20 Flow (m ³ /s)	0.022	0.039	0.087	0.044	0.078	0.174
Average depth at discharge (m)	0.1	0.14	0.15	0.14	0.15	0.2
Depth at discharge (m)	0.1	0.14	0.15	0.14	0.15	0.2
Ambient 75th percentile temperature (°C)	8.1	0.0	10.3	8.1	0.0	10.3
Wind speed (m/s)	2.0					
Manning's n	0.055 (calibrated value from GRCA HEC-RAS model)					
Ambient 75th percentile NH ₃ (mg/L-N)	0.09	0.17	0.11	0.09	0.17	0.11
Outfall Parameters						
Discharge located on bank	left					
Discharge configuration	flush					
Outfall Angle relative to flow (degrees)	90					
Channel side slope (degrees)	10					
Local depth at discharge (m)	0.1	0.14	0.15	0.14	0.15	0.2
Discharge width (m)	0.375					
Estimated discharge depth (m)	0.05	0.1	0.1	0.1	0.15*	0.2
Discharge Parameters and PWQO						
Proposed ADF (m ³ /d)	1,000	6,500	2,150	2,000	6,500	4,300
Proposed NH _{3-N} compliance limits (mg/L-N) ¹	0.65					
Effluent Temperature (°C)	18.4	8.5	11.9	18.4	8.5	11.9
NH ₃ ¹ for compliance(mg/L-N)	0.33	0.96	0.17	0.33	0.96	0.17

Notes:

- Concentrations in table are actual values; to convert to excess concentrations for use in CORMIX subtract the ambient value from the proposed ammonia limit and calculated PWQO.
 - NH_{3-N} concentration for compliance was solved by iterating ammonia concentrations with the 75th percentile dissociation ratio to calculate an un-ionized ammonia concentration of 0.02 mg/L.
- * The higher velocity for the February flow required that the channel width be increased to 0.4 m because the discharge channel depth cannot exceed the receiver depth.



Table 6 CORMIX Predicted Mixing Zone Lengths - TAN No Decay

Scenario	Plume Length to Reach PWQO (m)	Plume Length to Reach Fully Mixed Conditions (m)
October 7Q20	<10	104
February 7Q20	CORMIX will not run this scenario as the effluent flow is greater than the ambient flow.	
April 7Q20	51	108
October 2 x 7Q20	<10	104
February 2 x 7Q20	< 10	105
April 2 x 7Q20	57	110

Table 7 CORMIX Predicted Mixing Zone Lengths - TP No Decay

Scenario	Plume Length (m)	
October 7Q20	101	
February 7Q20	CORMIX will not run this scenario as the effluent flow is greater than the ambient flow.	
April 7Q20	119	
October 2 x 7Q20	99	
February 2 x 7Q20	103	
April 2 x 7Q20	129	

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY

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email:municipality@eastferris.ca

October 16, 2013

Kathleen Wynne, Premier
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Wynne:

Re: The Small, Rural and Northern Municipal Infrastructure Fund

I am writing to advise you of my great disappointment and concern with the recent announcement regarding the distribution of the \$100 million Small, Rural and Northern Municipal Infrastructure Fund. We received the announcement late Friday October 4th 2013.

Municipalities individually and collectively through AMO and ROMA/OGRA have provided honest and quantitative input to your government over the past year regarding the best method to distribute these monies. We have all put a great deal of effort into this process but obviously the consultations were a complete waste of everyone's time and energy. We are back to the hat in hand/lottery system for the distribution of funds. This is a total disregard for the input of the municipalities of this province.

In addition, municipalities are being given less than one month to choose a project and develop an Expression of Interest. Municipalities are currently working on their municipal asset management plans and preparing for their 2014 budget deliberations. Many asset management plans will not be completed before the end of this year yet we are all being asked to submit an Expression of Interest by November 1st 2013 which promotes poor priority planning and provides little time for proper decision making.

The proposed process is once again geared to larger urban municipalities which have the capacity to quickly respond to the Expression of Interest call and application submission rather than to the very Small, Rural and Northern municipalities which it is supposed to help.

We have been told that this program was truly going to be for small, rural and northern communities but the definition of 'small and rural' has been confirmed to include municipalities with a population of up to 100,000. We wonder how a city of 100,000 can be considered to be a small and rural community. This also means that 95 per cent of our municipalities will qualify.

Our Municipality was shut out of the first round of MIII funding last year and had to move forward and complete the selected road project this year, at our cost, which resulted in a tax increase for our ratepayers (3.4% this year).

We appreciate the funding that we have received over the years and more recently in 2009 through a Building Canada Fund Program and the NOHFC for the renovation of the East Ferris Community Centre/Arena which extended its life and allows us to continue to serve our residents and those of the surrounding communities. However, the Municipality of East Ferris has not received any substantial funding for our roads for over 5 years and we are in a difficult position. We were completely shut out of both the Stimulus Fund Program and the last Building Canada Fund (BCF) program for roads projects. We have seen the list of approved projects from that round of funding and are aware that while municipalities were told to submit no more than three stimulus fund applications and one BCF application many received far in excess of that number. One municipality received hundreds of approvals for millions of dollars. The total number of approved projects for the northern region was small in comparison to the number of approvals and the total value of approved projects for southern Ontario.

The Municipality of East Ferris has always managed its finances in a very responsible manner. However, we have been told the following on many occasions over the past few years:

1. Your reserves are too high, use them for infrastructure projects;
2. You have never borrowed, borrow for infrastructure projects; and
3. Your residents have a high income level, raise taxes for infrastructure projects.

Premier Wynne, we have been doing all that has been asked of us by the Province and more yet we continue to be shut out of infrastructure funding. The Municipality has:

1. Reduced our reserves by approximately 41% over the past five years by using the monies for various infrastructure projects;
2. Changed from the pay as you go system of budgeting and borrowed last year for the first time ever (\$1.2 million) for roads projects which we had to complete; and
3. Raised our taxes at a level comparable to or greater than the cost of living for each of the past five years.

We have also developed a long term economic development strategy, a facilities master plan, a reserve funds policy and we are nearing the completion of our long term capital asset management plan.

We are trying our best to be creative and innovative in our approach to our planning in an attempt to become financially healthier and move towards greater sustainability in the future. Now we can say that we, together with AMO and most of the other municipalities, are not even being listened to.

We, like many other municipalities, are also being faced with continuing decreases in our funding through the Ontario Municipal Partnership Fund (OMPF); and, significant increases in our policing (OPP) costs. We are also facing the high costs associated with our share of the future redevelopment of the Cassellholme East Nipissing District Home for the Aged (\$60 million dollar project).

We have been and continue to ask for a source of sustainable infrastructure funding for all municipalities. We fully understand that many municipalities, including East Ferris, will have significant infrastructure projects whether they be roads, bridges, water or sewer and that there needs to be monies set aside for these larger projects as well.

AMO has recommended a fair and equitable method to distribute the \$100 million Small, Rural and Northern Municipal Infrastructure Fund and it or some similar formula should be considered.

Premier Wynne, we are in a very difficult situation as are most small rural communities in this Province.

We are respectfully requesting the following:

1. that this announcement be rescinded and that either the method advanced by AMO to distribute funds through the program or something comparable to it be implemented instead; and
2. to meet with you at your earliest convenience to discuss options and opportunities for the future.

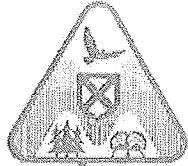
Thank you for your consideration of our requests.

Sincerely,

Original signed

Mayor Bill Vrebosch, Municipality of East Ferris

Cc. Hon. Jeff Leal, Minister of Rural Affairs
Hon. Linda Jeffrey, Minister of Municipal Affairs and Housing
Hon. Glen Murray, Minister of Infrastructure and Minister of Transportation
AMO and all Municipalities
OGRA
Jay Aspin, MP Nipissing Temiskaming
Vic Fedeli, MPP Nipissing
All residents of the Municipality of East Ferris



CORPORATION OF THE
township of mulmur

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TELEPHONE: 705-466-3341 • FAX: 705-466-2922

December 13, 2013

MPAC
Board of Directors
1340 Pickering Parkway, Suite 101,
Pickering, Ontario. L1V 0C4

Dear Chair and Board Member:

RE: PRIOR YEARS' ASSESSING OF PROPERTIES

Mulmur Township Council, at their meeting on Wednesday, December 11, 2013, passed the attached motion outlining their concerns regarding the timing and loss of assessment/tax monies for the Township, Upper Tier and School Boards.

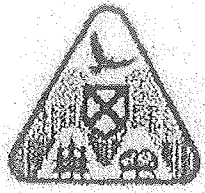
This motion has been forwarded to other municipalities and school boards for their information, as this impacts us all financially.

We appreciate your serious consideration of this motion at your next meeting and look forward to your response on this crucial issue.

Yours truly,

Terry Horner, A.M.C.T.
CAO/Clerk.

- c. - Sylvia Jones, M.P.P.
 - County of Dufferin
 - School Boards
 - A.M.O.
 - Municipalities



Corporation of the Township of MULMUR

Moved by: Hawkins

Date: December 11, 2013

Seconded by: Mills

THAT WHEREAS the Municipal Property Assessment Corporation (MPAC) is able to, and routinely adjusts assessed values for tax purposes for the current year and for up to two prior years on properties where development has occurred and a building permit has been obtained, and where severances have been granted;

AND WHEREAS the Township has discovered several instances where development has occurred where no building permit has been obtained and has provided proof of the existence of the development (including photographs) and requested that MPAC retroactively assess those properties in the same manner and for the same time periods;

AND WHEREAS requests for re-assessment sent in by the Township as much as 20 months ago have not been dealt with, and MPAC has advised that requests made in the summer of 2013 are 'too late' to allow a re-assessment for 2013;

AND THAT the Township has been advised that the re-assessments will only apply to the 2014 taxation year (if indeed they are re-assessed in 2014), and may not be applied to the two previous years, resulting in a loss of tax revenue to not only the Township but also the County of Dufferin and the School Boards for at least one taxation year (despite the fact they have been identified as existing/occupied in a previous year) and for as much as three years in situations where the building(s) have existed for that length of time but have never been assessed;

AND WHEREAS this appears to reward those who choose not to obtain building permits, not only because the payment of taxes is deferred (if not avoided entirely) but also because interest charges on the previous years' taxes are not applied and because developments are not being assessed in the same manner and for the same time periods as buildings for which building permits have been obtained;

AND WHEREAS the onus should not be on the municipality to prove when such buildings were constructed but rather, on the landowner in such situations;

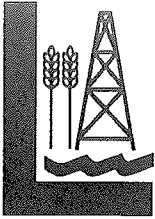
NOW THEREFORE BE IT RESOLVED THAT the Township advise MPAC that it is entirely inappropriate and unacceptable to not immediately and retroactively assess a building that has been erected without a building permit for the current year and up to two prior years (depending on when it was built and occupied), when such is the norm for buildings built with building permits;

AND THAT MPAC be requested to automatically and immediately re-assess all properties once the improvements have been discovered and apply the resulting increase to the current year and for the two previous taxation years;

AND THAT the onus be placed on the landowner to prove that the building has not existed for that entire time period;

AND THAT this resolution be forwarded to the County of Dufferin and area School Boards (who also lose out when lands are not assessed as they should be), to the other municipalities in Dufferin County, to MPP Sylvia Jones, and to the Association of Municipalities of Ontario (AMO).

CARRIED.....Paul Mills.....MAYOR



COUNTY OF
LAMBTON

OFFICE OF THE COUNTY WARDEN

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December 18, 2013

The Honorable Linda Jeffrey
Minister of Municipal Affairs & Housing
College Park
777 Bay Street, 17th Floor
Toronto, ON M5G 2E5

RE: Resolution opposing the requalification of Municipal Building Officials

Dear Honorable Linda Jeffrey:

In support of the Southwestern Chapter of the Ontario Building Officials Association, The Corporation of the County of Lambton is seeking support in opposing the requalification of Building Officials under the Ontario Regulation 332/12 and the Ontario Building Code.

While we oppose the requalification requirement, we do feel that ongoing training of any changes to the Ontario Building Code is necessary and the Southwestern Chapter of the Ontario Building Officials Association would like to work with the Ministry on such a training initiative.

Please be advised that Council for The Corporation of the County of Lambton at its meeting on November 27, 2013, passed the following resolution:

Whereas, municipal building officials are the main practitioners of the Ontario Building Code (OBC) and use the OBC on a daily basis in the carrying out of their duties;

And whereas Bill 124 that passed in 2005 required all municipal building officials to undertake a series of qualification exams;

And whereas a subsequent regulation 332/12 (knowledge and maintenance examinations) requires our already qualified officials to requalify by taking a similar series of qualification exams again;



And whereas this requalification process will provide municipalities with financial hardships in terms of registration costs, mileage costs, days away from the office to undertake their regular duties in performing timely inspections that is expected by the building industry;

And whereas, municipal building officials acknowledge the need to stay current with legislation and to undergo necessary training to do so;

And whereas, the builders and home owners will suffer slower response time for building permits and inspections until all of the building officials are qualified;

Now, therefore, The Corporation of the County of Lambton, in support of the Southwestern Chapter of the Ontario Building Officials Association resolves:

That any amendments to the OBC include provisions for training opportunities rather than requalification examinations as the means by which building officials remain current of changes to the OBC.

That municipal building officials, as the primary practitioners of the OBC, receive the same treatment as plumbers, electricians, professional engineers and architects with regards to exemption from requalification.

That the negative impact and delays that Ontario regulation 332/12 will have on the issuance of permits, inspections and response times to inquiries by municipal building officials should be taken in to consideration.

That municipalities and taxpayers be spared the cost of 'knowledge and maintenance examinations' under the proposed amendment to the OBC which will provide undue hardship to municipalities through lost productivity, early retirement and costs associated with the 13 categories of examinations required by fully qualified inspectors.

Should any persons have any questions please contact:

The Corporation of the County of Lambton
Building Services Department
Corrine Nauta, Manager
789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0
Telephone: 519-845-0809 x.5352
Email: corrine.nauta@county-lambton.on.ca

Yours truly,



Todd Case
Warden

cc: All Ontario Municipalities
Association of Municipalities of Ontario

Administration & Finance Division
Civic Centre

Operations & Facilities Division
Fifth Street & Wright Avenue
Phone: 807-274-9893
Fax: 807-274-7360

Civic Centre
320 Portage Avenue
Phone: 807-274-5323
Fax: 807-274-8479
email: town@fort-frances.com

THE TOWN OF FORT FRANCES



FORT FRANCES, ONTARIO
CANADA

Planning & Development Division
Civic Centre

Community Services Division
740 Scott Street P9A 1H8
Phone: 807-274-4561

Mailing Address:
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9

www.fort-frances.com

December 13, 2013

Honourable Kathleen Wayne, Premier of Ontario
Legislative Building
Queen's Park
Toronto, Ontario
M7A 1A1

Dear Honourable Premier Kathleen Wynne:

**Re: Town of Fort Frances Resolution # 1198 – Support for Proposed
Billing Model for Police Services.**

At the recent meeting of Council held on Monday, December 9, 2013 the following resolution was approved:

"WHEREAS, the Ontario Provincial Police are proposing a new billing model for charging municipalities for policing services, starting in 2015;

AND WHEREAS, the current billing model is a deployment model, in which cost recovery is based on a percentage of detachment workload, actual detachment staffing levels, wages, benefits, and a cost recovery component for other expenditures;

AND WHEREAS, the new methodology would charge each municipality a flat \$260 per household fee for the base costs related to providing police services, plus a variable charge for each call for service in that municipality. The rationale for this is that there is a base fixed cost for providing police services that must be borne by all participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (i.e. base costs) and 27% are variable;

AND WHEREAS, there is a wide divergence in per household costs for policing across Ontario;

AND WHEREAS, some municipalities in Ontario are paying excessive per household costs for policing such as the Town of Fort Frances at \$670.92;

/2

THE TOWN OF FORT FRANCES

-2-

THEREFORE BE IT RESOLVED THAT the Province of Ontario and Premier Wynne support the proposed billing model change or a model for policing that ensures an equitable distribution of cost sharing for all municipalities and unorganized territories in Ontario;

AND FURTHER THAT this resolution be forwarded to The Honourable Kathleen Wynne, Premier of Ontario, The Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services, The Honourable John Gerretsen, Attorney General of Ontario and all other municipalities in Ontario."

Yours very truly,

ADMINISTRATION & FINANCE DIVISION



Kathryn M. Lawson, Deputy Clerk

/kl

c.c. Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services
Honourable John Gerretsen, Attorney General of Ontario
Association of Municipalities of Ontario
All Ontario Municipalities (via e-mail)



Mississippi
Mills

COUNCIL RESOLUTION

No. 442 - 13

December 17, 2013

MOVED BY:

SECONDED BY:

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills supports the resolution passed by the Township of Sequin and requests that the Province of Ontario abandon the new OPP billing model.

- | | |
|---|-----------------------------------|
| <input checked="" type="checkbox"/> CARRIED | <input type="checkbox"/> DEFEATED |
| <input type="checkbox"/> DEFERRED | <input type="checkbox"/> TABLED |
| <input type="checkbox"/> REFERRED TO: | _____ |

A Natural
Place
to
Grow



Resolution No. 2013-391

**The Corporation of
the Township of Seguin**

Moved by *R. Lee*

Seconded by *D. Baker* Date November 18th, 2013

WHEREAS, the Ontario Provincial Police are proposing a new billing model for charging municipalities for policing services, starting in 2015;

AND WHEREAS, the current billing model is a deployment model, in which cost recovery is based on percentage of detachment workload, actual detachment staffing levels, wages and benefits, and a cost recovery component for other expenditures, which model has been in place for over 15 years;

AND WHEREAS, the new methodology would charge each municipality a flat \$260 per household fee for the base costs related to providing police services, plus a variable charge for each call for service in that municipality. The rationale for this is that there is a base fixed cost for providing police services that must be borne by all participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (i.e. base costs) and 27% are variable;

AND WHEREAS, the actual specifics of the cost for the calls for service have not been released or calculated, the OPP has estimated that the average cost per household in Ontario for policing services, including both the base cost and the calls for service, would be approximately \$369;

AND WHEREAS, this model would see the OPP costs for West Parry Sound municipalities increase from \$3,412,189 (per 2012 FIR) to \$6,537,204, an increase of \$3,125,015 or 92%;

AND WHEREAS, this model would see OPP costs increase for Seguin Township from \$592,659 (per 2012 FIR) to \$1,759,392, an increase of \$1,166,733 or 197%;

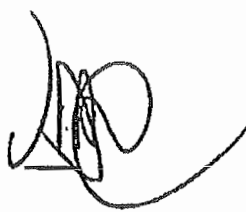
AND WHEREAS, this model is fundamentally flawed, unfair and inequitable.

THEREFORE BE IT RESOLVED THAT the Province of Ontario and Premier Wynne cannot allow this type of unfair treatment towards rural Ontario, and this funding

model be scrapped immediately.

AND FURTHER THAT this resolution be forwarded to The Honourable Kathleen Wynne, Premier of Ontario, The Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services, The Honourable John Gerretsen, Attorney General of Ontario, Federation of Northern Ontario Municipalities (FONOM), Association of Municipalities of Ontario (AMO), and all rural Ontario municipalities with a permanent population of 10,000 or less.

<u>DIVISION LIST</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Chldley	—	—	—
Gibbon	—	—	—
Hepworth	—	—	—
Jacklin	—	—	—
Osborne	—	—	—
Sainsbury	—	—	—
Conn	—	—	—

CARRIED 
 DEFEATED —



The Village of Oil Springs

Motion # 8.

Date: December 17, 2013

Moved By: *[Signature]*

Seconded By: *Larry Wagon*

That Council support the resolutions from Township of Seguin, Township of The Archipelago, Municipality of McDougall, Township of Limerick, Tay Valley Township, and The Town of Fort Frances in regards to the new OPP Billing Model for Police Services requesting the Province of Ontario to step in and abolish the model.

[Signature] CARRIED



BUREAU ADMINISTRATIF / ADMINISTRATION OFFICE
948 EST, CHEMIN PLEASANT CORNER ROAD EAST
VANKLEEK HILL, ONTARIO (K0B 1R0)

613-678-3003
(FAX) 613-678-3363

December 18, 2013

The Honourable Kathleen Wynne,
Premier of Ontario
Minister – Minister's Office
11th Floor, 77 Grenville Street
Toronto, Ontario
M7A 1B3

Dear Honourable Premier Wynne,

Re: Request for the Province of Ontario to step in and abolish OPP new Billing Model for Police Services

At its meeting of December 11, 2013, Council for the Township of Champlain passed Resolution No. 2013-415 opposing the Ontario Provincial Police new billing model for charging municipalities for policing services starting in 2015.

Please find enclosed a copy of said resolution requesting the assistance of the Province of Ontario to abolish the proposed billing model.

Yours truly,

Alison Collard
Deputy Clerk

Enc.

cc: All municipalities with a permanent population of 10,000 or less;
The Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services
The Honourable John Gerretsen, Attorney General of Ontario
The Federation of Northern Ontario Municipalities (FONOM)
Association of Municipalities of Ontario (AMO)
Bonnie Lysyk, Auditor General of Ontario
Grant Crack, MPP, Glengarry-Prescott-Russell

TOWNSHIP OF CHAMPLAIN

ITEM NO.	13.1
DATE	December 11, 2013
RESOLUTION NO.	2013-415

MOVED BY Paul Emile Duval Bernard Franche
 Helen MacLeod Gérard Miner
 Troy Carkner Jacques Lacelle
 Normand Riopel Pierre Perreault

SECONDED BY Paul Emile Duval Bernard Franche
 Helen MacLeod Gérard Miner
 Troy Carkner Jacques Lacelle
 Normand Riopel Pierre Perreault

WHEREAS the Ontario Provincial Police are proposing a new billing model for charging municipalities for policing services, starting in 2015;

AND WHEREAS the current billing model is a deployment model, in which cost recovery is based on percentage of detachment workload, actual detachment staffing levels, wages and benefits, and a cost recovery component for other expenditures, which model has been in place for over 15 years;

AND WHEREAS the new methodology would charge each municipality a flat \$260 per household fee for the base costs related to providing police services, plus a variable charge for each call for service in that municipality. The rationale for this is participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (i.e. base costs) and 27% are variable;

AND WHEREAS the actual specifics of the cost for the calls for service have not been released or calculated, the OPP has estimated that the average cost per household in Ontario for policing services, including both the base cost and the calls for service, would be approximately \$369;

TOWNSHIP OF CHAMPLAIN

ITEM NO.	13.1
DATE	December 11, 2013
RESOLUTION NO.	2013-415

AND WHEREAS this model is fundamentally flawed, unfair and inequitable;

THEREFORE BE IT RESOLVED THAT the Province of Ontario and Premier Wynne cannot allow this type of unfair treatment towards rural Ontario and this funding model be scrapped immediately;

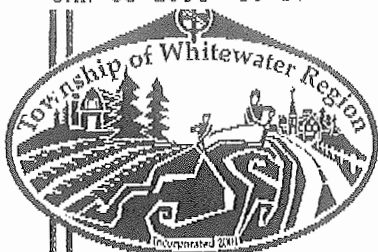
BE IT RESOLVED FURTHER THAT this resolution be forwarded to The Honourable Kathleen Wynne, Premier of Ontario, The Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services, The Honourable John Gerretsen, Attorney General of Ontario, Federation of Northern Ontario Municipalities (FONOM), Association of Municipalities of Ontario (AMO), and all rural Ontario municipalities with a permanent population of 10,000 or less.

Carried

**Carried
as amended**

Defeated

Gary J. Barton, Mayor



January 8, 2014

Hon. Kathleen Wynne
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Hon. Madeleine Meilleur
Minister of Community Safety and Correctional Services
George Drew Bldg. 18th Floor
25 Grosvenor St.
Toronto, ON M7A 1Y6

Dear Premier Wynne & Minister Meilleur,

The Council of the Township of Whitewater Region requests that the proposed new OPP Billing Model be replaced with a new proposal that deals directly with lowering the high cost of policing in rural Ontario.

Further, Whitewater Region supports the resolutions circulated to us by The Township of McNab/Braeside, Tay Valley Township, The Township of Limerick, The Township of the Archipelago, The Town of Fort Francis, The Town of Mississippi Mills and the Municipality of McDougall, all of which state that the proposed new OPP billing model is fundamentally flawed, unfair and inequitable and is entirely inconsistent with the Province's commitment to strengthen rural Ontario.

Please see the enclosed resolution, passed on January 8th, 2014, circulated to all municipalities with a permanent population of 10,000 or less and the Association of Municipalities of Ontario.

If further information is required, please contact the undersigned.

Sincerely,

Christine FitzSimons
CAO/Clerk



TOWNSHIP OF WHITEWATER REGION
P.O. BOX 40, 44 Main Street
Cobden, Ontario K0J 1K0

Jan 8, Session 20 14 No. 7

Moved by

Seconded by

[Handwritten signatures]

The Ontario Provincial Police are proposing a new billing model for charging municipalities for policing services, starting In 2015; the current billing model is a deployment model, in which cost recovery is based on percentage of detachment workload, actual detachment staffing levels, wages and benefits, and a cost recovery component for other expenditures, which model has been in place for over 15 years;

The new methodology would charge each municipality a flat \$260 per household fee for the base costs related to providing police services, plus a variable charge for each call for service In that municipality. The rationale for this is that there is a base fixed cost for providing police services that must be borne by all participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (I.e. base costs) and 27% are variable;

The actual specifics of the cost for the calls for service have not been released or calculated, the OPP has estimated that the average cost per household in Ontario for policing services, including both the base cost and the calls for service, would be approximately \$369;

This model would see the OPP costs for the Township of Whitewater Region **double** for the 3,472 households in the municipality from \$184.65 per household under the current funding model to \$369 for the average total cost per household. This new funding model proposal is fundamentally flawed, unfair and inequitable.

The Council of the Township of Whitewater Region resolves that the Province of Ontario and Premier Wynne be petitioned to recognize that this proposed funding model is unfair to rural Ontario and further that this funding model should be scrapped immediately and replaced by a proposal that deals directly with lowering the high cost of policing in Ontario.

This resolution shall be forwarded to The Honourable Kathleen Wynne, Premier of Ontario, the Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services, the Association of Municipalities of Ontario (AMO), and all rural Ontario municipalities with a permanent population of 10,000 or less.

CERTIFIED TRUE COPY

[Handwritten signature]

Christine FitzSimons
CAO / Clerk
and Commission of Oaths
Township of Whitewater Region

CARRIED	<input checked="" type="checkbox"/>	<i>[Signature]</i>
NOT CARRIED	<input type="checkbox"/>	
SIGNATURE		

December 11, 2013
P.O. Box 99
Otterville, ON NOJ 1R0

Mr. Ken East
President Ontario Association of Police Services Boards
10 Peel Centre Drive
Brampton, Ontario L6T 4B9

Dear Mr. East

I have been asked by Mr. Larry Scanlan, Chair of the Tillsonburg Police Services Board, to forward his concerns to you with regard to the recent OAPSB correspondence of November 25, 2013 that discusses the Section 10 Provincial Police Billing consultations.

Chair Scanlan points out that reference was made that the OPP had not done enough research before moving ahead with the new billing model. His concern is that the information in the letter well did not reflect the input or opinion of the majority of section 10 Police Services Boards in Ontario. In order for the OAPSB to accurately comment on this important issue all boards should be given the opportunity to individually comment and thus provide information and specific examples of their local policing requirements. There are many distinctive differences between rural areas as well as villages, towns and cities that must be considered before developing a strategy that is intended to represent the members of the OAPSB.

As well, Chair Scanlan is concerned as to any conflict of interest shown by the OAPSB executive members as they represent municipalities or boards where examples of local policing initiatives may or may not be shared by other communities. In this situation an impartial position must be taken by the OAPSB to be seen as being entirely creditable and objective with due diligence taken to reflect a comment that may well become public and for which we are all accountable.

During the very difficult times ahead that will involve the cost of policing in all municipalities we must always be open to represent member communities as we encounter the challenges of the future of policing in Ontario.

Please refer any questions or a response to this letter to Mr. Larry Scanlan, Chair of the Tillsonburg Police Services Board.

Yours truly,
Colin Cope – Chair OAPSB Zone 4

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

BY-LAW NUMBER 1-14

**BEING A BY-LAW TO SET REMUNERATION FOR MEMBERS OF
COUNCIL.**

**AUTHORITY: Municipal Act, 2001, S.O. 2001, Chapter 25, as amended,
Section 283.**

WHEREAS the Council of the Township of Wellington North deems it necessary and appropriate to pass a by-law to set the remuneration of members of Council.

**NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF WELLINGTON
NORTH ENACTS AS FOLLOWS:**

1. That for the calendar year 2014 Council members receive the following annual remuneration for attendance at Regular and Special Council, Committee of Adjustment, Court of Revision and Public meetings:

Mayor	\$18,659.09
Councillor	\$12,689.40

2. The annual remuneration set out herein has been frozen at 2012 level for the period of 2012 to 2016 in accordance with Resolution No. 5 of Council dated May 7, 2012.
3. That changes in the Standing Committees of Council structure have been taken into account in the annual remuneration of Council.
4. Pursuant to Section 283 (5) of *The Municipal Act*, one third of the remuneration paid to the elected members of Council is hereby deemed as expenses incident to the discharge of their duties as members of the Council.
5. a) Mayor and Councillor's are paid per diems for meetings within the municipality excluding Regular and Special Council, Committee of Adjustment, Court of Revision and Public meetings.
- b) Mayor and Councillor's are paid per diem and mileage for all meetings outside the municipality.
- c) Per Diem Rates:

Full day meeting	\$150.00
Per meeting	\$ 75.00

6. Remuneration shall be paid to the members of Council monthly and shall be paid by direct payroll deposit.
7.
 - a) Mayor and Councillor's are paid \$800.00 in November of each year to compensate for travel expenses within the municipality.
 - b) Mileage rate is 50¢/km outside of municipality.
8. This by-law shall come into force on and take effect upon its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
13TH DAY OF JANUARY, 2014.**

**RAYMOND TOUT,
MAYOR**

**MICHAEL GIVENS,
CHIEF ADMINISTRATIVE OFFICER/CLERK**

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

BY-LAW NUMBER 2-14

PROVISIONAL DRAIN REPAIR BYLAW

BEING a Provisional Drain Repair By-law to provide for the repair of the Arthur Drain No. 2 Main Drain and Branch J.

WHEREAS the Township of Wellington North is required to undertake such repairs in accordance with Section 74 and Section 75 of *The Drainage Act*, R.S.O. 1990.

AND WHEREAS the work to be done is:

Repair tile, clean ditch and level spoil on Lots 1 and 2, Concessions 1 and 2, former Township of Arthur.

AND WHEREAS the estimated cost of such repairs is:

Main Drain - \$6,500.00
Branch J - \$2,500.00

AND WHEREAS the costs of the repairs shall be assessed against all lands and roads in the watershed upstream of the point of commencement of the repair work being done, prorata with the last revised Schedule of Assessment for the respective drain;

AND WHEREAS the last revised Schedule of Assessment to be used for maintenance of the various drains is contained in a report by, and adopted as Township By-law No. as follows:

<u>Drain</u>	<u>Engineer/Surveyor</u>	<u>Bylaw No.</u>
Arthur Municipal Dr. No. 2	E.W. (Bill) Shifflet P. Eng.	Arthur Township 1208

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH enacts as follows:

1. That the estimated costs of repair shall be prorated as outlined in Schedule "A" attached hereto;

READ A FIRST, SECOND TIME AND PROVISIONALLY ADOPTED THIS 13TH DAY OF JANUARY, 2014.

RAYMOND TOUT,
MAYOR

MICHAEL GIVENS,
CHIEF ADMINISTRATIVE OFFICER/CLERK

*READ A THIRD TIME AND FINALLY PASSED THIS DAY OF
, 201 .*

RAYMOND TOUT,
MAYOR

MICHAEL GIVENS,
CHIEF ADMINISTRATIVE OFFICER/CLERK

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
BY-LAW NUMBER 2-14
SCHEDULE OF ASSESSMENT - SCHEDULE A
ARTHUR DRAIN NO. 2 MAIN DRAIN REPAIR 2013
Township of Wellington North

File No. 81044, 81080

Con	Lot	Roll No	1974 Owner	Current Owner	1974 Assess	2013 Assess.	1/3 Grant	Net Assessment 2013 Repair
Township of Arthur								
* 1	Pt E½ 1	8032	M Rundle		6.00	3.16	0.00	3.16
* 1	Pt E½ 1	8031	W. Smart		6.00	3.16	0.00	3.16
* 1	Pt E½ 1	8030	G. Graham		6.00	3.16	0.00	3.16
* 1	Pt E½ 1	8028	K. Ryckman		6.00	3.16	0.00	3.16
* 1	Pt E½ 1	8029	K. Ryckman		6.00	3.16	0.00	3.16
* 1	Pt E½ 1	8030-05	K. Ryckman		6.00	3.16	0.00	3.16
1	Pt E½ 1	8032-50	H. McLean		341.00	179.58	59.86	119.72
1	Pt E½ 1	8027-50	H. McLean		340.00	179.05	59.68	119.37
1	W½ 1	8033	J. Carlin		2,208.00	1,162.75	387.58	775.17
1	Pt E½ N½ 2	8027	ARDA		1,565.00	824.15	274.72	549.43
1	Pt W½ N½ 2	8025	A. Metzger		698.00	367.58	122.53	245.05
1	S½ 2	8025	A. Metzger		1,212.00	638.26	212.75	425.51
1	N½ 3	8024	B. Quinlan		239.00	125.86	41.95	83.91
1	S½ 3	8023	E. Officer		124.00	65.30	21.77	43.53
* 1	Pt 4	8022	C. Russell		6.00	3.16	0.00	3.16
* 2	E½ N½ 1	8036	F. Huber		591.00	311.23	0.00	311.23
2	S½ 1	8036	F. Huber		3,467.00	1,825.76	608.59	1,217.17
Total Assessments on Lands:					10,827.00	5,701.64	1,789.43	3,912.21
Sideroad 3-4 Twp of Arthur					6.00	3.16	0.00	3.16
Highway 89 M.T.C.					169.00	89.00	0.00	89.00
County Road 14 Wellington County					214.00	112.70	0.00	112.70
Total Assessments on Roads:					389.00	204.86	0.00	204.86
TOTAL TOWNSHIP OF ARTHUR:					11,216.00	5,906.50	1,789.43	4,117.07
Township of West Luther								
* 14	Pt 1		R. McWaters		6.00	3.16	0.00	3.16
* 14	Pt 1		N. Alexander		6.00	3.16	0.00	3.16
* 14	Pt 1		C. Jenkins		6.00	3.16	0.00	3.16
* 14	Pt 1		Community Hall, Twp of West Luther		29.00	15.27	0.00	15.27
* 14	Pt 1		B. Woolhead		6.00	3.16	0.00	3.16
* 14	Pt 1		L. Coutts		6.00	3.16	0.00	3.16
* 14	Pt 1		G. Donald		6.00	3.16	0.00	3.16
* 14	Pt 1		Ross Giles		6.00	3.16	0.00	3.16
14	Pt 1	16102	M. Francis		647.00	340.72	113.57	227.15
13	1	16095	R. Gregson		116.00	61.09	20.36	40.73
Total Assessments on Lands:					834.00	439.20	133.93	305.27
Streets in Conn Twp of West Luther					6.00	3.16	0.00	3.16
TOTAL TOWNSHIP OF WEST LUTHER:					840.00	442.36	133.93	308.43
Township of Southgate (former Egremont)								
4	W½ 26	60180	D. & F. Keith		31.00	16.33	5.44	10.89
4	E½ 26	60181	D. & F. Keith		62.00	32.65	10.88	21.77
4	27	60190	P. Vorkapic		136.00	71.62	23.87	47.75
4	28	60200	E. L. Peterson		58.00	30.54	10.16	20.36
TOTAL TOWNSHIP OF SOUTHGATE:					287.00	151.14	50.37	109.77
TOTAL ON ARTHUR DRAIN 2, MAIN DRAIN OPEN PORTION REPAIR:					12,343.00	6,500.00	1,973.73	4,525.27

SCHEDULE OF ASSESSMENT - SCHEDULE A
 ARTHUR DRAIN NO. 2, BRANCH J REPAIR 2013
 Township of Wellington North

File No. 81044, 81080

Con	Lot	Roll No.	1974 Owner	Current Owner	Original Assess.	2013 Assess.	1/3 Grant	Net Assessment 2013 Repair
Township of Wellington North								
	1	W½ 1	8033	J. Carlin	713.00	182.61	60.87	121.74
	1	E½ N½ 2	8036	F. Huber	1,104.00	282.76	94.25	188.51
Total Assessments on Lands:					1,817.00	465.37	155.12	310.25
Highway 89					3,070.00	786.29	0.00	786.29
M.T.C. M.T.O.					4,887.00	1,251.66	155.12	1,096.54
TOTAL TWP OF WELLINGTON NORTH:								
Township of Southgate								
	4	W½ 26	60180	D. & F. Keith	38.00	9.73	3.24	6.49
	4	E½ 26	60181	D. & F. Keith	444.00	113.72	37.91	75.81
	4	27	60190	P. Vorkapic	3,288.00	842.13	280.71	561.42
	4	28	60200	E. L. Peterson	1,104.00	282.76	94.25	188.51
TOTAL TOWNSHIP OF SOUTHGATE:					4,874.00	1,248.34	416.11	832.23
TOTAL ON ARTHUR DRAIN 2, BRANCH J REPAIR:					9,761.00	2,500.00	571.23	1,928.77

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

BY-LAW NUMBER 3-14

BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01 BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH (Part Lot 10, Concession 5, geographic Township of West Luther, 8803 Wellington Road 16 – Thomas and Wanda Smith)

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01;

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

1. THAT Schedule “A” Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 10, Concession 5, Geographic Township of West Luther, as shown on Schedule “A” attached to and forming part of this By-law from:
 - **Agricultural (A) to “Agricultural Exception (A-157)**
 - **Agricultural (A) to “Agricultural Exception (A-158)**
2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

33.157 Part Lot 10, Con. 5 W. Luther	A-157 Notwithstanding any other section of this by-law to the contrary, a residential dwelling shall be prohibited in this zone. Other agricultural uses, that are not accessory to a dwelling, are permitted.
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3. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

33.158 Part Lot 10, Con. 5 W. Luther	A-158 Notwithstanding Section 6.1.4 (b) or any other section of this by-law to the contrary, the four buildings existing on the day of passing of this by-law may have a maximum combined ground floor area of 215.1 m ² (2315 ft ²).
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4. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
5. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
13TH DAY OF JANUARY, 2014.**

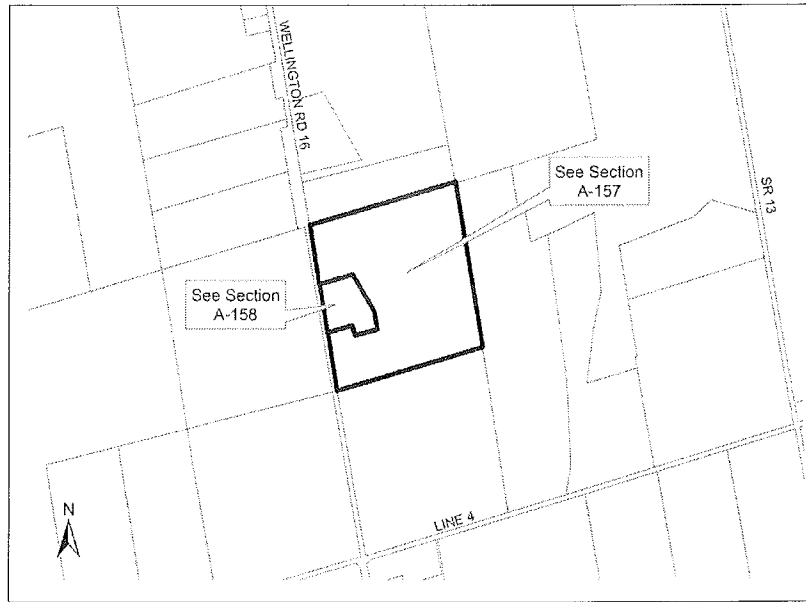
**RAYMOND TOUT,
MAYOR**

**MICHAEL GIVENS,
CHIEF ADMINISTRATIVE OFFICER/CLERK**

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 3-14

Schedule "A"



Rezone from Agricultural (A) to Agricultural Exceptions (A-157 and A-158)

This is Schedule "A" to By-law No. 3-14
Passed this 13th day of January, 2014

RAYMOND TOUT
MAYOR

MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER/CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 3-14

THE LOCATION being rezoned is in Part Lot 10, Concession 5, Geographic Township of West Luther, with a civic address of 8803 Wellington Road 16. The property is approximately 41.9 hectares (103.5 acres) in size and is occupied by a residence and four accessory buildings.

THE PURPOSE AND EFFECT of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural land (A-157) and to allow four accessory buildings that exceed the maximum ground floor area on the residential portion of the lands (A-158). The rezoning will permit 215.1 m² (2,315 ft²) for the four accessory buildings, whereas, the by-law would only permit 167.22 m² (1,800 ft²). This rezoning is a condition of severance application B125/13, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever the existing farm dwelling, and accessory buildings (3.9 ha. (9.64 ac.)) from the remainder of the agricultural parcel (38 ha. (93.9 ac.)).

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B144/13

APPLICANT

LOCATION OF SUBJECT LANDS

Kari Aitken Carpentry
411101 Southgate Srd 41
R.R. 1
Mount Forest, ON N0G 2L0

WELLINGTON NORTH (Mount Forest)
Part Lots 6&7, East Side of William St.
380 Waterloo St.

Proposed severance is 940 square metres with 38.88m frontage (Sever 1 & 2 on sketch), existing and proposed urban residential use, existing shed to be removed. Together with a proposed easement to provide water & sewer services.

Retained parcel is 819 square metres with 24.04m frontage on Waterloo St. and 34.07 07m frontage on William St., existing and proposed urban residential use with existing house and garage.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 23 49 000 006 00800 0000

Does this description reasonably describe the parcel holdings? YES (X) NO ()

If the answer is no, please provide new information: _____

Do you consider the proposal to conform to your Official Plan? YES () NO ()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES (X) NO ()

(Please Specify) Section 12 of Zoning By-law 66-01

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES (X) NO ()

(Please Specify) Section 12 of Zoning By-law 66-01

If necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-law to permit the proposal to conform? YES () NO () N/A () or **Minor Variance** YES () NO () N/A ()

Is proposal on an opened maintained year-round public road YES () NO ()

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road?

Please specify _____

Is the Proposed Lot(s) serviced now by the Municipal Water YES () NO (X)

Serviced thru the retained parcel

Is the Retained Lot serviced now by Municipal Water YES (X) NO ()

Is the Proposed Lot(s) serviced now by the Municipal Sewers YES () NO (X)

Serviced thru retained lot

Is the Retained Lot serviced now by Municipal Sewers YES (X) NO ()

Is there a Capital Works Project underway to service these lots in the near future YES () NO ()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B 144/13

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?

YES () NO ()

N/A

Is there any further Information that may assist the Planning and Land Division Committee?

(A letter may be attached if there is insufficient space to explain)

Developer to apply for sewage allocation.

Hookups are charged at time of building permit issuance.

Is the Municipality in support of this application?

YES () NO ()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Owner receives approval from applicable road authority for an entrance (if required).

Owner is to satisfy all requirements of the local municipality, financial and otherwise which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands.

Owner to satisfy the requirements of the local municipality in reference to parkland dedication as provided for in the Planning Act. RSO 1990.

Does the Municipality request a Notice of Decision?

YES (X) NO ()

SIGNATURE: _____

TITLE: Deputy Clerk

ADDRESS: 7490 Sideroad 7 W., Kenilworth, ON NOG 2EO

DATE: January 14, 2013

December 13, 2013

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 6, 2013

FILE NO. B144/13

APPLICANT

Karl Aitken Carpentry
411101 Southgate Srd 41
RR#1
Mount Forest ON N0G 2L0

LOCATION OF SUBJECT LANDS:

WELLINGTON NORTH (Mount Forest)
Part Lots 6 & 7, East Side of William St.
380 Waterloo St.

Proposed severance is 940 square metres with 38.88m frontage (Sever 1 & Sever 2 on sketch), existing and proposed urban residential use, existing shed to be removed. Together with a proposed easement to provide water & sewer services.

Retained parcel is 819 square metres with 24.04m frontage on Waterloo St. and 34.07m frontage on William St., existing and proposed urban residential use with existing house and garage.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 15, 2014

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

MAILED TO:

Local Municipality – Wellington North County Planning County Treasury Department

Conservation Authority – Saugeen Valley

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application

WATERLOO STREET

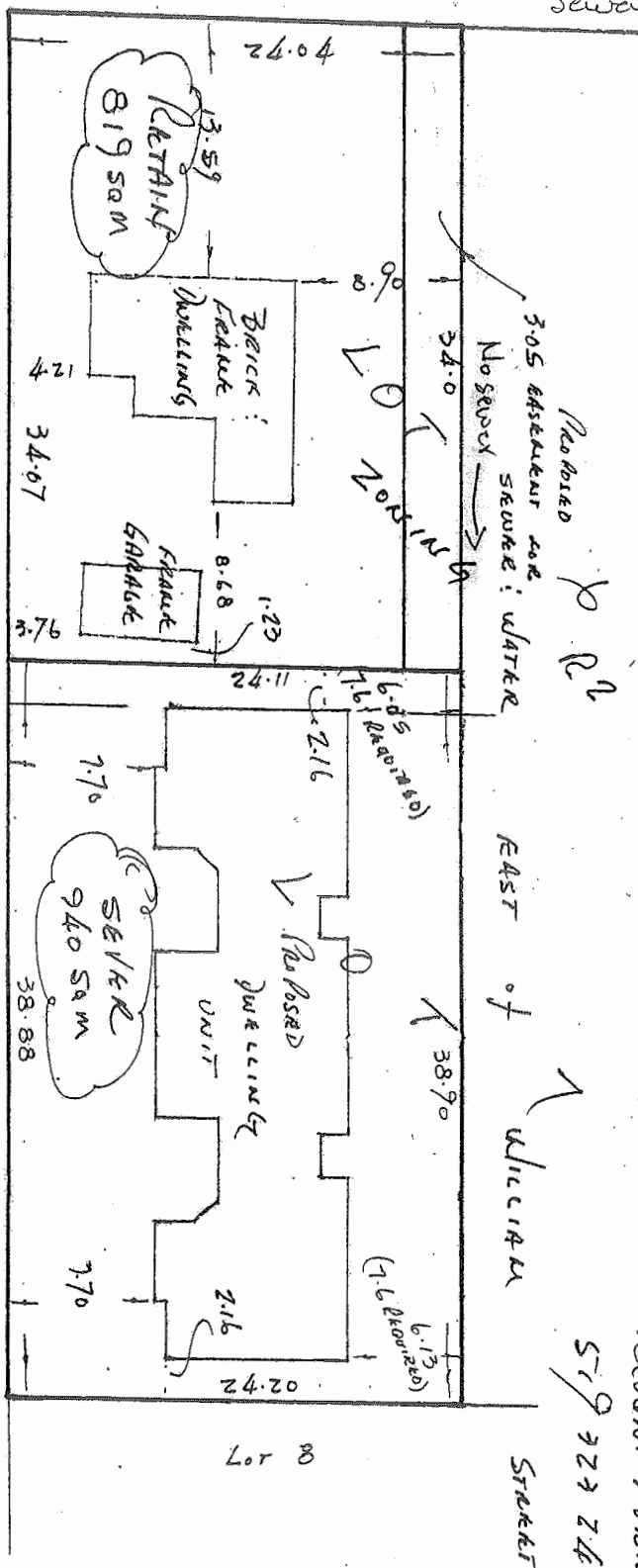
Sewatwata

SEWERAGE SKETCH IN TOWN OF ALBERTA
Township of Willocina North (Revised)

Dec/13
8455

Alex N. Wilson
Sudbury Inc.
ALBERTA

519 323 2451



WILLIAM STREET

WILLIAM STREET

Lot 8

201/10



Application	B144/13
Location	Part Lot 6 & 7, E/S Williams Street TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	Karl Aitken Carpentry

PLANNING OPINION: This proposal would create a 940 m² (0.23 ac) residential lot for a proposed semi-detached unit in the Urban Centre of Mount Forest, Together with establishing a servicing easement across the retained lands in favour of the retained. A 819 m² (0.2 ac) parcel with existing house and garage would be retained.

This application is consistent with Provincial Policy and would generally conform to the Official Plan. We would have no concerns, provided that servicing can be provided to the satisfaction of the local municipality; and, as a condition of approval that:

- a) Zoning relief be obtained to the satisfaction of the local municipality; and,
- b) That a safe driveway can be provided to the severed lands to the satisfaction of the local municipality

PLACES TO GROW: The Places to Grow policies place an emphasis on intensification and optimizing the use of existing land supplies. Under section 2.2.2.1 which deals with managing growth it states, "population and employment growth will be accommodated by focusing intensification in intensification areas". Intensification is defined as "the development of a property, site or area at a higher density than currently exists through,.....b) the development of vacant and/or underutilized lots within previously developed areas; or c) infill development".

PROVINCIAL POLICY STATEMENT (PPS): Section 1.1.3 of the Provincial Policy Statement directs growth to occur within settlement areas. The proposed lot creation is located within the Mount Forest Urban Centre and is consistent with the PPS.

WELLINGTON COUNTY OFFICIAL PLAN: The subject lands are designated RESIDENTIAL and is located in the Urban Centre of Mount Forest.

Section 10.6.2, states that new lots may be created in Urban Centres provided that the lands are appropriately zoned. Lots may be created for a variety of community uses subject to the policies of this plan. Lot creation will normally proceed by plan of subdivision and will be based on the provisions of full urban services, wherever such services are available. We are satisfied that a plan of subdivision is not necessary for the creation of the proposed lot.

The matters under section 10.1.3 were also considered including...b) "that all lots can be adequately serviced with water and sewage..."

LOCAL ZONING BY-LAW: The subject lands are currently zoned Residential Zone (R2). The proposed structure on the severed lands does not meet the minimum required rear yard setback of 7.6 m (24.9 ft.) relief would be required.

SITE VISIT INFORMATION: The subject property has not been visited to date.

Jameson Pickard, Junior Planner
 January 7, 2014

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B147/13

APPLICANT

LOCATION OF SUBJECT LANDS

Christopher & Tanja Checkley
7519 First Line
R.R.# 3
Arthur, ON N0G 1A0

WELLINGTON NORTH (West Garafraxa)
Part Lot 31
Concession 4

SURPLUS FARM DWELLING APPLICATION

Proposed severance is 0.87 hectares with 53m frontage, existing and proposed rural residential use with existing house and shed.

Retained parcel is 37 hectares with 556m frontage, existing and proposed agricultural use with existing barn and solar panel. Existing barn to be removed.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 23 49 000 018 10700 0000

Does this description reasonably describe the parcel holdings? YES (X) NO ()

If the answer is no, please provide new information: _____

Do you consider the proposal to conform to your Official Plan? YES () NO ()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES () NO (X)

(Please Specify) Section 6.1.4 of By-law 66-01

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES () NO (X)

(Please Specify) Section 8.2.4 (c) of By-law 66-01

If necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-law to permit the proposal to conform? YES () NO () N/A () or **Minor Variance** YES () NO () N/A ()

Is proposal on an opened maintained year-round public road YES (X) NO ()

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road?

Please specify _____

Is the Proposed Lot(s) serviced now by the Municipal Water YES () NO (X)

Is the Retained Lot serviced now by Municipal Water YES () NO (X)

Is the Proposed Lot(s) serviced now by the Municipal Sewers YES () NO (X)

Is the Retained Lot serviced now by Municipal Sewers YES () NO (X)

Is there a Capital Works Project underway to service these lots in the near future YES () NO ()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B 147/13

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?

YES (X) NO ()

Is there any further Information that may assist the Planning and Land Division Committee?
(A letter may be attached if there is insufficient space to explain)

Is the Municipality in support of this application? YES () NO ()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Owner to receive approval from applicable road authority for an entrance, if required.

Owner to satisfy all the requirements of the local municipality, financial and otherwise which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands.

Owner to satisfy the requirements of the local municipality in reference to parkland dedication as provided for in the Planning Act, RSO 1990.

That the severed portion receive zoning compliance for the over sized accessory building.

That the barn on the retained portion be demolished.

Does the Municipality request a Notice of Decision? YES (X) NO ()

SIGNATURE: _____

TITLE: Deputy Clerk

ADDRESS: 7490 Sideroad 7 W., Kenilworth, ON NOG 2EO

DATE: January 14, 2014

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 13, 2013

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 9, 2013

FILE NO. B147/13

APPLICANT

Christopher & Tanja Checkley
7519 First Line
RR#3
Arthur ON N0G 1A0

LOCATION OF SUBJECT LANDS:

WELLINGTON NORTH (West Garafraxa)
Part Lot 31
Concession 4

SURPLUS FARM DWELLING APPLICATION

Proposed severance is 0.87 hectares with 53m frontage, existing and proposed rural residential use with existing house and shed.

Retained parcel is 37 hectares with 556m frontage, existing and proposed agricultural use with existing barn and solar panel. Existing barn to be removed.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 15, 2014

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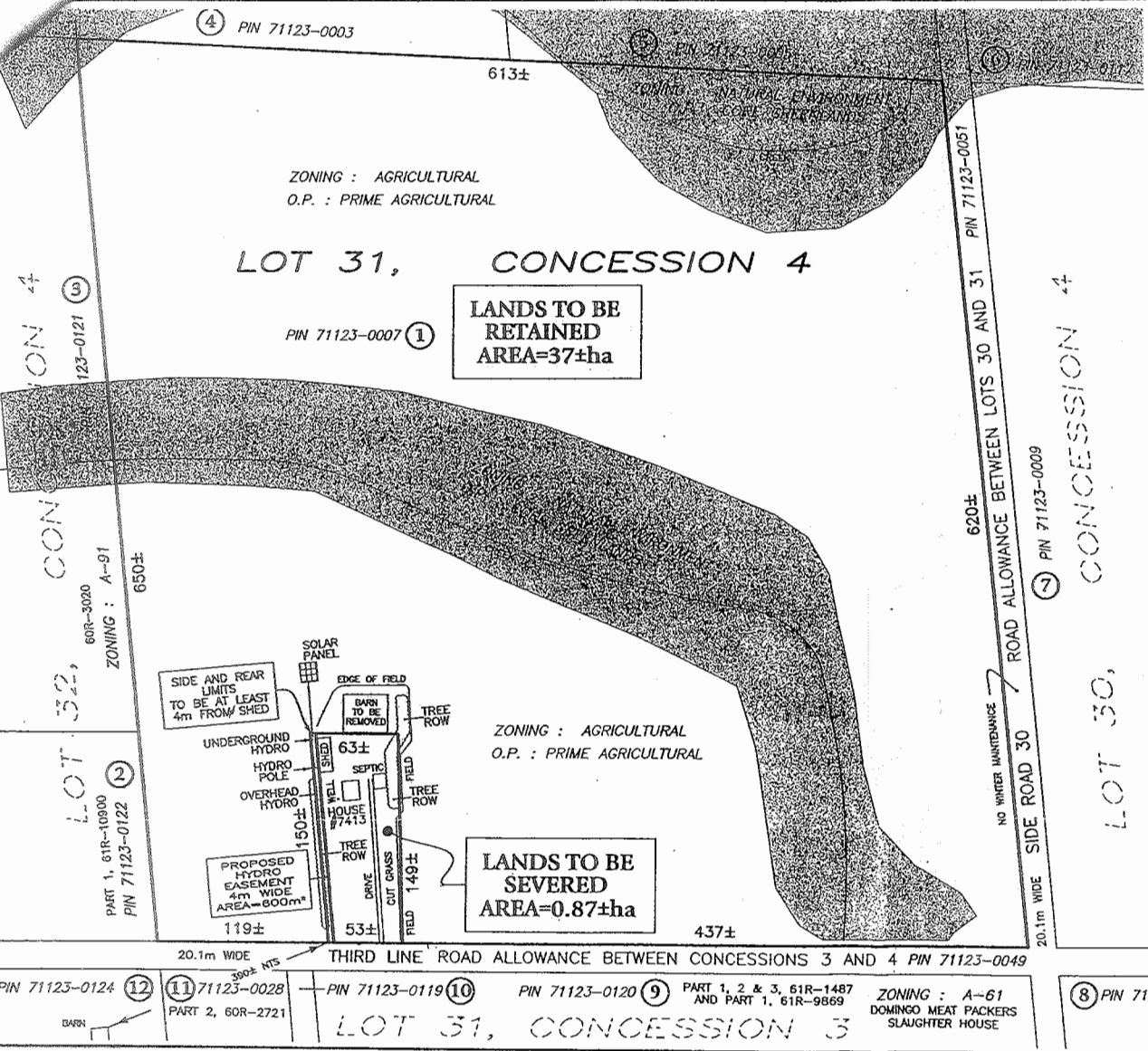
MAILED TO:

Local Municipality – Wellington North County Planning County Treasury Department

Conservation Authority - GRCA

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application



ZONING : AGRICULTURAL
O.P. : PRIME AGRICULTURAL

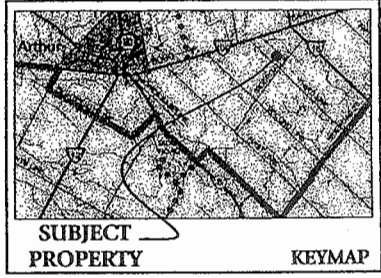
LOT 31, CONCESSION 4

**LANDS TO BE RETAINED
AREA=37±ha**

PIN 71123-0007 ①

ZONING : AGRICULTURAL
O.P. : PRIME AGRICULTURAL

**LANDS TO BE SEVERED
AREA=0.87±ha**



**SEVERANCE SKETCH
PART OF LOT 31, CONCESSION 4
GEOGRAPHIC TOWNSHIP OF WEST GARAFRAXA
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON**

SCALE: 1 - 3000
0 30 60 120 180 metres
VAN HARTEN SURVEYING INC.

NOTES:


1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. SUBJECT LANDS ARE ZONED AGRICULTURAL AND NATURAL ENVIRONMENT.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF CORE GREENLANDS AND PRIME AGRICULTURAL.
4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
5. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.
6. NTS DENOTES NOT TO SCALE

ACCESSORY BUILDINGS:

1. BARN TO BE REMOVED: 32± x 27± = 864m²
2. SHED TO REMAIN: 10 x 24.5 = 245m² (ZONE CHANGE REQUIRED)

THIS SKETCH WAS PREPARED
ON THE 4th DAY OF DECEMBER, 2013.

Jeffrey E. Buisman
JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR

 Van Harten SURVEYING INC. LAND SURVEYORS and ENGINEERS	
423 WOOLWICH STREET GUELPH - ONTARIO, N1H 3X3 PHONE: (519) 821 - 2763 FAX: 821 - 2770 www.vanharten.com	660 RIDDELL ROAD, UNIT 1 ORANGEVILLE - ONTARIO, L9W 5G5 PHONE: (519) 940 - 4110 FAX: 519 - 940 - 4113 www.vanharten.com
DRAWN BY: JAM CHECKED BY: JEB PROJECT No. 21778-13	Dec 05, 2013-12:13pm G:\WEST GARAFRAXA\con4\ACAD\SEV PT4(CHECKLEY).dwg

21778/12 & 21748/1



Application	B147/13 – B148/13
Location	Part Lot 31, Concession 4 TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	Christopher & Tanja Checkley

PLANNING OPINION: This application would create a 0.87 ha (2.1 ac) residential parcel with existing house and shed together with a 600 m² (0.15 ac) Hydro easement for the existing hydro service to the solar panel on the retained lands and the hydro service to the house. A 37 ha (91 ac) agricultural parcel with existing barn (to be removed) and Solar panel will be retained. This application has been submitted under the surplus farm dwelling policies.

This application is consistent with Provincial Policy and would generally conform to the Official Plan policies. We would have no concerns, provided that the following matters are addressed as conditions of approval:

- a) That the retained parcel be rezoned to prohibit new residential dwellings to the satisfaction of the local Municipality and County of Wellington; and,
- b) That zoning relief is obtained with respect to the oversized shed on the severed parcel to the satisfaction of the local Municipality; and,
- c) That MDS1 compliance is achieved through the removal of the barn to the satisfaction of the County of Wellington; and,
- d) That safe driveway access can be provided to the site to the satisfaction of the local municipality

PLACES TO GROW: No issues.

PROVINCIAL POLICY STATEMENT (PPS): The creation of new residential lots in prime agricultural areas shall not be permitted, except in accordance with policy 2.3.4.1(c). According to this policy, lot creation in prime agricultural areas may be permitted for a residence surplus to a farming operation as a result of farm consolidation, provided that there is a restriction against new residential dwellings on any vacant farmland parcel created by severance. Farm consolidation is defined as the acquisition of additional farm parcels to be operated as one farm operation. We have been provided with a Farm Information Form including a list of a number farm holdings owned by the applicant. This adequately demonstrates that this application would constitute a farm consolidation

Regarding MDS, there is a barn on the retained lands that would not comply with the MDS formula. The application indicates that it is to be removed; which would satisfy MDS requirements.

WELLINGTON COUNTY OFFICIAL PLAN: The Subject Property is designated PRIME AGRICULTURAL and CORE GREENLANDS. The Greenland designation represents hazard lands and creek that runs through the property. These features are well removed from the proposed severance. According to Section 10.3.4, a severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

- b) the remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- c) the result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- d) the amount of good farmland retained with the surplus house is kept to a minimum size needed for residential purposes, taking into consideration environmental and topographic features; and
- e) the surplus residence is habitable and is not expected to be demolished by a future owner; and
- f) the Minimum Distance Separation formula will be met; and
- g) the vacant parcel of farmland is rezoned to prohibit a residential use.

The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels, where the impact on existing and future farm operations can be kept to a minimum." We have been provided with the necessary farm information form, which shows that the retained lands will be consolidated with a larger farming operation owned by the Checkley's. The matters under Section 10.1.3 were also considered.

LOCAL ZONING BY-LAW: The subject property is currently zoned Agricultural (A) and Natural Environment (NE). The retained agricultural parcel will have to be rezoned to prohibit residential development to the satisfaction of the Township and County of Wellington. Zoning relief will also be required for the 245 m² (2, 637 ft²) on the severed parcel. It appears that both the frontage and lot area requirements can be achieved.

SITE VISIT INFORMATION: The subject property has not been visited to date.

Jameson Pickard

Jameson Pickard, Junior Planner
 January 7, 2014

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B148/13

APPLICANT

LOCATION OF SUBJECT LANDS

Christopher & Tanja Checkley
7519 First Line
R.R. #3
Arthur, ON N0G 1A0

WELLINGTON NORTH (West Garafraxa)
Part Lot 31
Concession 4

Proposed easement is 600 square metres with 4m frontage, for hydro line for solar panel in favour of the retained parcel.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 23 49 000 018 10700 0000

Does this description reasonably describe the parcel holdings? YES (X) NO ()

If the answer is no, please provide new information: _____

Do you consider the proposal to conform to your Official Plan? YES () NO ()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES () NO ()

(Please Specify)

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES () NO ()

(Please Specify)

If necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-law to permit the proposal to conform? YES () NO () N/A () or **Minor Variance** YES () NO () N/A ()

Is proposal on an opened maintained year-round public road YES () NO ()

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road?

Please specify _____

Is the Proposed Lot(s) serviced now by the Municipal Water YES () NO ()

Serviced thru the retained parcel

Is the Retained Lot serviced now by Municipal Water YES () NO ()

Is the Proposed Lot(s) serviced now by the Municipal Sewers YES () NO ()

Is the Retained Lot serviced now by Municipal Sewers YES () NO ()

Is there a Capital Works Project underway to service these lots in the near future YES () NO ()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B 148/13

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?

YES () NO ()

N/A

Is there any further Information that may assist the Planning and Land Division Committee?
(A letter may be attached if there is insufficient space to explain)

Is the Municipality in support of this application? YES () NO ()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Does the Municipality request a Notice of Decision? YES (X) NO ()

SIGNATURE: _____

TITLE: Deputy Clerk

ADDRESS: 7490 Sideroad 7 W., Kenilworth, ON NOG 2EO

DATE: January 14, 2014

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 13, 2013

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Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 9, 2013

FILE NO. B148/13

APPLICANT

Christopher & Tanja Checkley
7519 First Line
RR#3
Arthur ON N0G 1A0

LOCATION OF SUBJECT LANDS:

WELLINGTON NORTH (West Garafraxa)
Part Lot 31
Concession 4

Proposed easement is 600 square metres with 4m frontage, for hydro line for solar panel in favour of the retained parcel.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 15, 2014

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

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INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

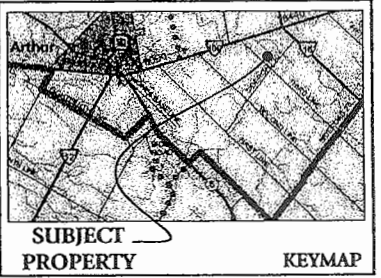
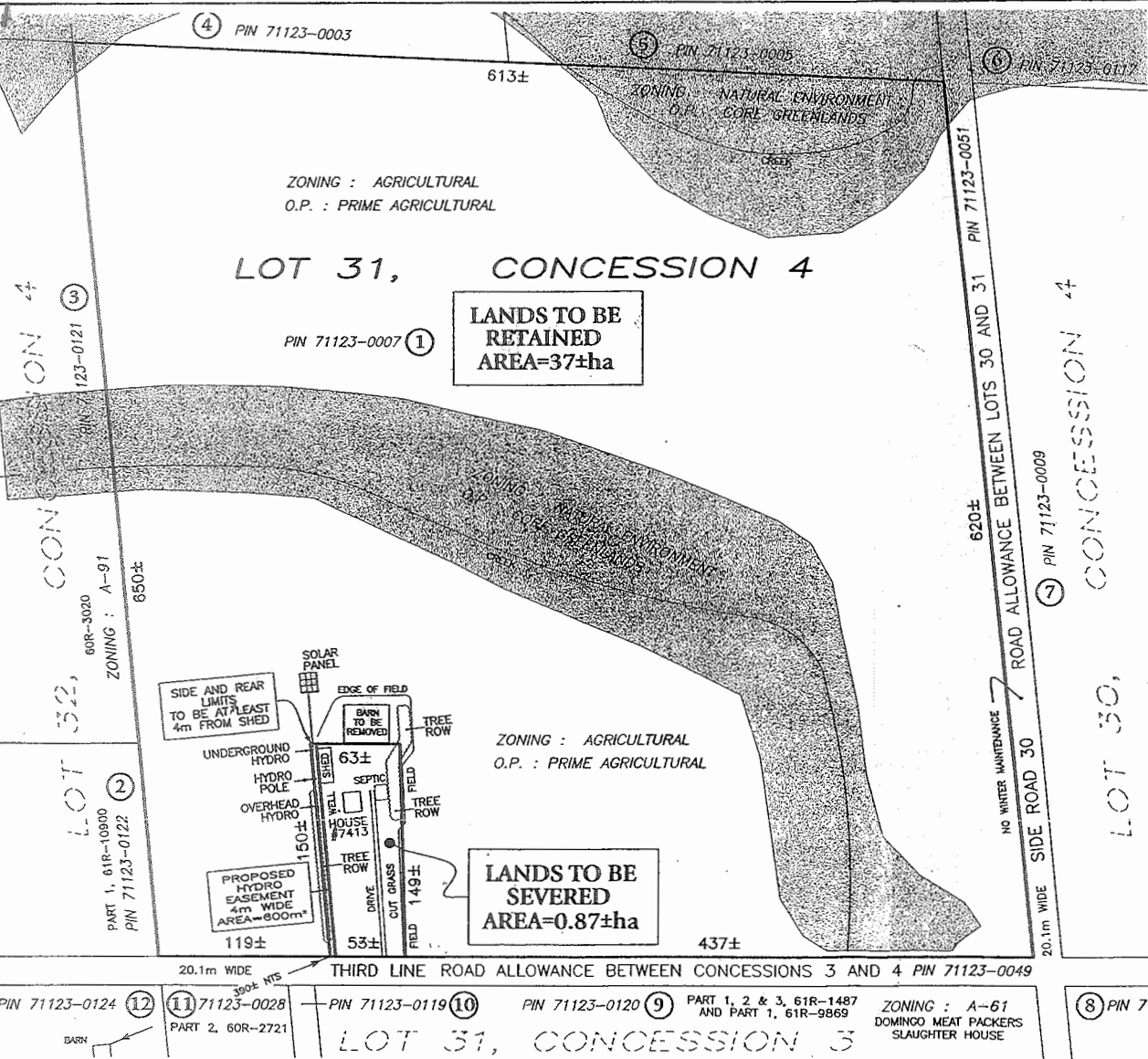
MAILED TO:

Local Municipality – Wellington North County Planning County Treasury Department

Conservation Authority - GRCA

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application



SUBJECT PROPERTY KEYMAP
SEVERANCE SKETCH
PART OF LOT 31, CONCESSION 4
GEOGRAPHIC TOWNSHIP OF WEST GARAFRAXA
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON

SCALE: 1 - 3000
 0 30 60 120 160 metres
 VAN HARTEN SURVEYING INC.

NOTES:

1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. SUBJECT LANDS ARE ZONED AGRICULTURAL AND NATURAL ENVIRONMENT.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF CORE GREENLANDS AND PRIME AGRICULTURAL.
4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
5. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.
6. NTS DENOTES NOT TO SCALE

ACCESSORY BUILDINGS:

1. BARN TO BE REMOVED: 32± x 27± = 864m²
2. SHED TO REMAIN: 10 x 24.5 = 245m² (ZONE CHANGE REQUIRED)

THIS SKETCH WAS PREPARED ON THE 4th DAY OF DECEMBER, 2013.

Jeffrey E. Buisman
 JEFFREY E. BUISMAN
 ONTARIO LAND SURVEYOR

<p>Van Harten SURVEYING INC. LAND SURVEYORS and ENGINEERS</p>	
423 WOOLWICH STREET GUELPH - ONTARIO, N1H 3X3 PHONE: (519) 821 - 2763 FAX: 821 - 2770 www.vanharten.com	660 RIDDELL ROAD, UNIT 1 ORANGEVILLE - ONTARIO, L9W 5G5 PHONE: (519) 940 - 4110 FAX: 519 - 940 - 4113 www.vanharten.com
DRAWN BY: JAM Dec 05, 2013-12:13pm G:\WEST GARAFRAXA\con4\ACAD\SEV PT4(CHECKLEY).dwg	CHECKED BY: JEB PROJECT No. 21778-13



Application	B147/13 – B148/13
Location	Part Lot 31, Concession 4 TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	Christopher & Tanja Checkley

PLANNING OPINION: This application would create a 0.87 ha (2.1 ac) residential parcel with existing house and shed together with a 600 m² (0.15 ac) Hydro easement for the existing hydro service to the solar panel on the retained lands and the hydro service to the house. A 37 ha (91 ac) agricultural parcel with existing barn (to be removed) and Solar panel will be retained. This application has been submitted under the surplus farm dwelling policies.

This application is consistent with Provincial Policy and would generally conform to the Official Plan policies. We would have no concerns, provided that the following matters are addressed as conditions of approval:

- a) That the retained parcel be rezoned to prohibit new residential dwellings to the satisfaction of the local Municipality and County of Wellington; and,
- b) That zoning relief is obtained with respect to the oversized shed on the severed parcel to the satisfaction of the local Municipality; and,
- c) That MDS1 compliance is achieved through the removal of the barn to the satisfaction of the County of Wellington; and,
- d) That safe driveway access can be provided to the site to the satisfaction of the local municipality

PLACES TO GROW: No issues.

PROVINCIAL POLICY STATEMENT (PPS): The creation of new residential lots in prime agricultural areas shall not be permitted, except in accordance with policy 2.3.4.1(c). According to this policy, lot creation in prime agricultural areas may be permitted for a residence surplus to a farming operation as a result of farm consolidation, provided that there is a restriction against new residential dwellings on any vacant farmland parcel created by severance. Farm consolidation is defined as the acquisition of additional farm parcels to be operated as one farm operation. We have been provided with a Farm Information Form including a list of a number farm holdings owned by the applicant. This adequately demonstrates that this application would constitute a farm consolidation

Regarding MDS, there is a barn on the retained lands that would not comply with the MDS formula. The application indicates that it is to be removed; which would satisfy MDS requirements.

WELLINGTON COUNTY OFFICIAL PLAN: The Subject Property is designated PRIME AGRICULTURAL and CORE GREENLANDS. The Greenland designation represents hazard lands and creek that runs through the property. These features are well removed from the proposed severance. According to Section 10.3.4, a severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

- b) the remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- c) the result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- d) the amount of good farmland retained with the surplus house is kept to a minimum size needed for residential purposes, taking into consideration environmental and topographic features; and
- e) the surplus residence is habitable and is not expected to be demolished by a future owner; and
- f) the Minimum Distance Separation formula will be met; and
- g) the vacant parcel of farmland is rezoned to prohibit a residential use.

The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels, where the impact on existing and future farm operations can be kept to a minimum." We have been provided with the necessary farm information form, which shows that the retained lands will be consolidated with a larger farming operation owned by the Checkley's. The matters under Section 10.1.3 were also considered.

LOCAL ZONING BY-LAW: The subject property is currently zoned Agricultural (A) and Natural Environment (NE). The retained agricultural parcel will have to be rezoned to prohibit residential development to the satisfaction of the Township and County of Wellington. Zoning relief will also be required for the 245 m² (2, 637 ft²) on the severed parcel. It appears that both the frontage and lot area requirements can be achieved.

SITE VISIT INFORMATION: The subject property has not been visited to date.

Jameson Pickard

Jameson Pickard, Junior Planner
 January 7, 2014

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B157/13

APPLICANT

LOCATION OF SUBJECT LANDS

Stephen Hummel
c/o Andrew Hummel
Box 947
Arthur, ON N0G 1A0

WELLINGTON NORTH (Mount Forest)
Part Park Lot 9, S/S Queen St.
Plan town of Mount Forest

Proposed severance is 5771 square feet with 53.3' frontage (Part 1 on sketch) existing and proposed urban residential use with existing house & 2 sheds.

Retained parcel. Is 16,228 square feet with 50.9' frontage (Part 2 on sketch) existing and proposed urban residential.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 23 49 000 005 02700 0000

Does this description reasonably describe the parcel holdings? YES (X) NO ()

If the answer is no, please provide new information: _____

Do you consider the proposal to conform to your Official Plan? YES () NO ()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES (X) NO ()

(Please Specify) Section 12 of By-law 66-01

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES (X) NO ()

(Please Specify) Section 12 of By-law 66-01

If necessary, would the Municipality be prepared to consider an Amendment to the Zoning By-law to permit the proposal to conform? YES () NO () N/A () or Minor Variance YES () NO () N/A ()

Is proposal on an opened maintained year-round public road YES (X) NO ()

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road?

Please specify _____

Is the Proposed Lot(s) serviced now by the Municipal Water YES (X) NO ()

Is the Retained Lot serviced now by Municipal Water YES (X) NO ()

Is the Proposed Lot(s) serviced now by the Municipal Sewers YES (X) NO ()

Is the Retained Lot serviced now by Municipal Sewers YES (X) NO ()

Is there a Capital Works Project underway to service these lots in the near future YES () NO ()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B 157/13

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?

YES () NO ()

N/A

Is there any further Information that may assist the Planning and Land Division Committee?
(A letter may be attached if there is insufficient space to explain)

Developer to apply for sewer allocation.

Water & Sewer hook up fees payable at time of building permit issuance.

Is the Municipality in support of this application? YES () NO ()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Owner receives approval from applicable road authority for an entrance, if required.

Owner to satisfy all the requirements of the local municipality, financial & otherwise which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands.

Owner to satisfy the requirements of the local municipality in reference to parkland dedication as provided for in the Planning Act, RSO 1990.

Does the Municipality request a Notice of Decision? YES (X) NO ()

SIGNATURE: _____

TITLE: Deputy Clerk

ADDRESS: 7490 Sideroad 7 W., Kenilworth, ON NOG 2EO

DATE: January 14, 2014

County of Wellington Planning and Land Division Committee
Deborah Turchot, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 13, 2013

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 9, 2013

FILE NO. B157/13

APPLICANT

Stephen Hummel
c/o Andrew Hummel
PO Box 947
Arthur ON N0G 1A0

LOCATION OF SUBJECT LANDS:

WELLINGTON NORTH (Mount Forest)
Part Park Lot 9, S/S Queen St.
Plan Town of Mount Forest

Proposed severance is 5771 square feet with 53.3' frontage (Part 1 on sketch) existing and proposed urban residential use with existing house & 2 sheds.

Retained parcel is 16,228 square feet with 50.9' frontage (Part 2 on sketch) existing and proposed urban residential.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 15, 2014

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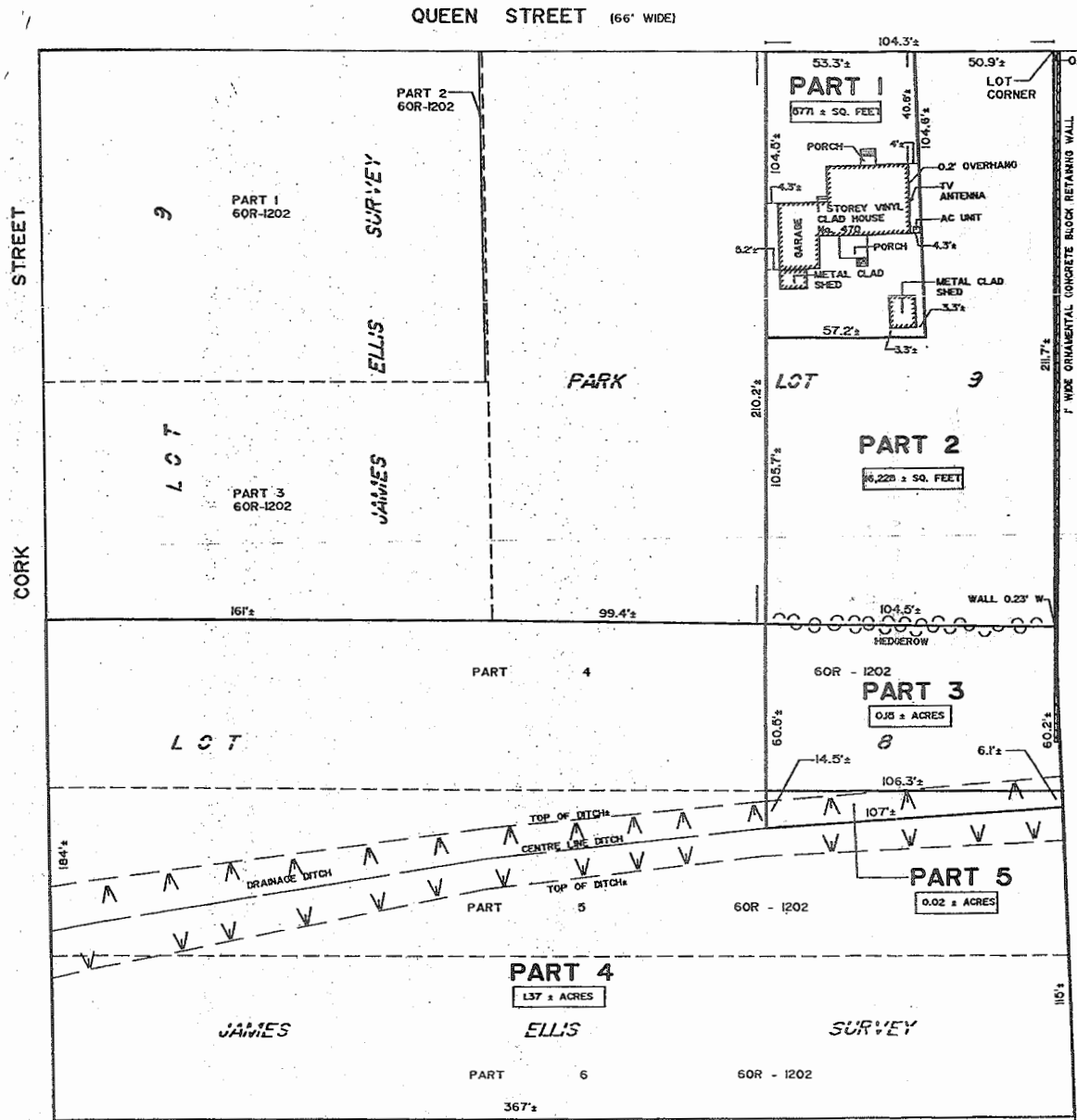
MAILED TO:

Local Municipality – Wellington North County Planning County Treasury Department

Conservation Authority – Saugeen Valley

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application



**SKETCH
OF PART OF PARK LOT 9
SOUTH OF QUEEN STREET
PLAN OF THE TOWN OF MOUNT FOREST
AND PART OF LOT 8
JAMES ELLIS SURVEY
TOWNSHIP OF WELLINGTON NORTH
(FORMERLY TOWN OF MOUNT FOREST)
COUNTY OF WELLINGTON**

SCALE : 1 INCH = 40 FEET
DEREK GIBSON GRAHAM
PROFESSIONAL SURVEYOR

THIS IS NOT A PLAN OF SURVEY
ALL DIMENSIONS SUBJECT TO FINAL FIELD SURVEY

Derek G. Graham Limited
Professional Land Surveying
Land Use Planning
7849 Caborne Street East
P.O. Box 205
Elora, Ontario
N0B 1S0
(519) 846-5533 (telephone)
(519) 846-0306 (fax)

PER: <i>[Signature]</i>	Professional Surveyor
ACAD DATE: DECEMBER 9, 2013	
FILE: 10 - MOUNT FOREST (SW)	



Application	B157/13
Location	Part Park Lot 9, S/S Queen Street TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	Stephen Hummel

PLANNING OPINION: This application would create a 5,771ft² (0.13 ac) parcel with an existing dwelling, garage and two sheds in the Urban Centre of Mt. Forrest. A 16,228 ft² (0.37 ac) vacant irregular shaped parcel would be retained.

This application is consistent with Provincial Policy and would generally conform to the Official Plan. We would have no concerns provided that servicing and safe access can be provided to the satisfaction of the local Township.

PLACES TO GROW: The Places to Grow policies place emphasis on intensification and optimizing the use of existing land supplies. Under section 2.2.2.1 which deals with managing growth it states, "population and employment growth will be accommodated by focusing intensification in intensification areas". Intensification is defined as "the development of a property, site or area at a higher density than currently exists through,.....b) the development of vacant and/or underutilized lots within previously developed areas; or c) infill development".

PROVINCIAL POLICY STATEMENT (PPS): Section 1.1.3 of the Provincial Policy Statement directs growth to occur within settlement areas.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated RESIDENTIAL and is within the Urban Centre of Mt. Forrest.

Section 10.6.2, states that new lots may be created in Urban Centres provided that the lands are appropriately zoned. Lots may be created for a variety of community uses subject to the policies of this plan. Lot creation will normally proceed by plan of subdivision and will be based on the provisions of full urban services, wherever such services are available. We are satisfied that a plan of subdivision is not necessary for the creation the proposed lot.

The matters under Section 10.1.3 were also considered including d) "that all lots will have safe driveway access...", k) "that the size and shape of proposed lots is suitable, including frontage, area and the proportion of frontage to depth".

LOCAL ZONING BY-LAW: the subject property is currently zoned Residential (R2). It appears that both the severed and retained can meet the lot area and frontage requirements.

SITE VISIT INFORMATION: The subject property has not been visited.

Jameson Pickard, Junior Planner
 January 7, 2014

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B158/13

APPLICANT

1373580 Ontario Ltd.
c/o Andrew Hummel
PO Box 947
Arthur, ON N0G 1A0

LOCATION OF SUBJECT LANDS

WELLINGTON NORTH (Mount Forest)
Part Lot 8.
James Ellis Survey

Proposed lot line adjustment is 0.17 acres with no frontage (Parts 3 & 5 on sketch) vacant land to be added to Abutting urban residential lot - Stephen Hummel (Part 2 on sketch).

Retained parcel is 1.37 acres with 184' frontage (Part 4 on sketch) vacant land for proposed urban residential Use.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 23 49 000 005 19005 0000

Does this description reasonably describe the parcel holdings? YES (X) NO ()

If the answer is no, please provide new information: _____

Do you consider the proposal to conform to your Official Plan? YES () NO ()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES (X) NO ()

(Please Specify) Section 12 of By-law 66-01

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES (X) NO ()

(Please Specify) Section 12 of By-law 66-01

If necessary, would the Municipality be prepared to consider an Amendment to the Zoning By-law to permit the proposal to conform? YES () NO () N/A () or Minor Variance YES () NO () N/A ()

Is proposal on an opened maintained year-round public road YES () NO ()
If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road?

Please specify _____

Is the Proposed Lot(s) serviced now by the Municipal Water YES () NO ()

Serviced thru the retained parcel

Is the Retained Lot serviced now by Municipal Water YES () NO ()

Is the Proposed Lot(s) serviced now by the Municipal Sewers YES () NO ()

Is the Retained Lot serviced now by Municipal Sewers YES () NO ()

Is there a Capital Works Project underway to service these lots in the near future YES () NO ()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B 158/13

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?

YES () NO ()

N/A

Is there any further Information that may assist the Planning and Land Division Committee?
(A letter may be attached if there is insufficient space to explain)

Is the Municipality in support of this application? YES () NO ()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

The Owner satisfies all the requirements of the local municipality, financial and otherwise which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands.

Does the Municipality request a Notice of Decision? YES (X) NO ()

SIGNATURE: _____

TITLE: Deputy Clerk

ADDRESS: 7490 Sideroad 7 W., Kenilworth, ON NOG 2E0

DATE: January 14, 2014

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 13, 2013

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The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 9, 2013

FILE NO. B158/13

APPLICANT

1373580 Ontario Ltd.
c/o Andrew Hummel
PO Box 947
Arthur ON N0G 1A0

LOCATION OF SUBJECT LANDS:

WELLINGTON-NORTH (Mount Forest)
Part Lot 8
James Ellis Survey

Proposed lot line adjustment is 0.17 acres with no frontage (Parts 3 & 5 on sketch) vacant land to be added to abutting urban residential lot – Stephen Hummel. (Part 2 on sketch)

Retained parcel is 1.37 acres with 184' frontage (Part 4 on sketch) vacant land for proposed urban residential use.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 15, 2014

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Local Municipality – Wellington North County Planning County Treasury Department

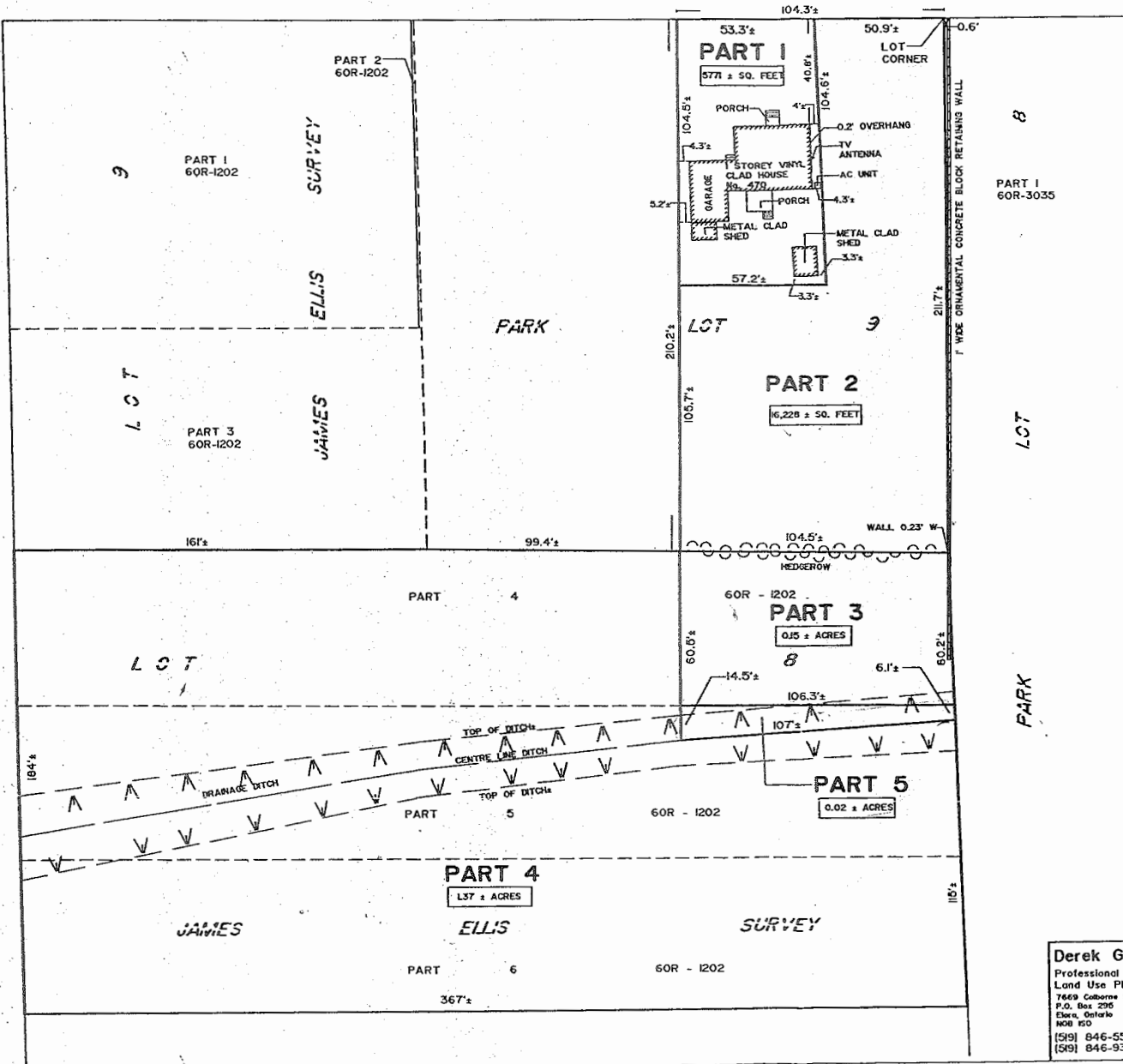
Conservation Authority – Saugeen Valley

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application

CORK STREET

QUEEN STREET



**SKETCH
OF PART OF PARK LOT 9
SOUTH OF QUEEN STREET
PLAN OF THE TOWN OF MOUNT FOREST
AND PART OF LOT 8
JAMES ELLIS SURVEY
TOWNSHIP OF WELLINGTON NORTH
(FORMERLY TOWN OF MOUNT FOREST)
COUNTY OF WELLINGTON**

SCALE : 1 INCH = 40 FEET
DEREK GIBSON GRAHAM
PROFESSIONAL SURVEYOR

THIS IS NOT A PLAN OF SURVEY
ALL DIMENSIONS SUBJECT TO FINAL FIELD SURVEY

Derek G. Graham Limited
Professional Land Surveying
Land Use Planning
7669 Coborne Street East
P.O. Box 296
Egan, Ontario
N0B 1S0
(519) 846-5533 (telephone)
(519) 846-9305 (facsimile)

PCR: <i>Derek G. Graham</i>	Surveyor	
ACAD DATE: DECEMBER 9, 2013		
FILE: 10 - MOUNT FOREST (SW)		
NOTE: Valid copy with embossed seal only	SEAL	



Application	B158/13
Location	Part Lot 8, James Ellis Survey TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	1373580 Ontario Ltd

PLANNING OPINION: This application for a lot line adjustment would sever two vacant parcels of land and merge them with an adjacent residential parcel. Parcel 1 is 0.15 ac (607 m²) parcel (Part 3 on sketch) and parcel 2 is 0.02 ac (81 m²) (Part 5 on sketch). The resulting lot a 0.54 ac (2,195 m²) irregular shaped parcel in the Urban Centre of Mt Forrest.

The lands to be severed are located on two separate parcels but have been submitted under one application. Normal practice is that a separate consent application is required per severance. As such, although staff support both lot line adjustments, we would require a separate application to deal with Part 5 and would recommend approval of Part 3 only at this time, with the following conditions:

- a) That the purchaser take title to the severed lands in the same manner as they hold their abutting land; and,
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent.

PLACES TO GROW: No issue.

PROVINCIAL POLICY STATEMENT (PPS): No issue.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated RESIDENTIAL within the Urban Centre of Mt. Forest. Section 10.6.3 states that lot line adjustments may be permitted where there is no adverse effect provided that the basic lot pattern in the area are not unreasonably altered.

The matters under section 10.1.3 were also considered.

LOCAL ZONING BY-LAW: The subject property is currently zoned Residential (R2). It appears that both lot area and frontage requirements can be met.

SITE VISIT INFORMATION: The subject property was visited and photographed on DATE 2013. Notice Cards were posted and the survey sketch appears to meet the application requirements.

ADDITIONAL INFORMATION:

We have been provided a letter from John Morris of John E Morris Law Office regarding the legality of severing two separate parcels in one application. He states that "There will be no problem legally conveying Part 3 divided into 2 parts to add to part 2 on the sketch and leaving part 4 as the remainder."

Confirmation from the Land Registration Office as to whether they would accept this position would be beneficial.

Linda Redmond, Senior Planner
 January 7, 2014

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

BY-LAW NUMBER 4-14

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON
JANUARY 13, 2014.**

AUTHORITY: Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 5(3) and 130.

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 5(3), provides that the jurisdiction of every council is confined to the municipality that it represents and its powers shall be exercised by by-law.

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 130 provides that every council may pass such by-laws and make such regulations for the health, safety and well-being of the inhabitants of the municipality in matters not specifically provided for by this Act and for governing the conduct of its members as may be deemed expedient and are not contrary to law.

NOW THEREFORE the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS:**

1. That the action of the Council at its Regular Meeting held on January 13, 2014 in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
2. That the Mayor and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. That this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter or thing referred to in subsection 65 (1) of the Ontario Municipal Board Act, R.S.O. 1990, Chapter 0.28, shall not take effect until the approval of the Ontario Municipal Board with respect thereto, required under such subsection, has been obtained.
4. That any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with Environmental Assessment Act, R.S.O. 1990, Chapter E.18.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 13TH DAY OF JANUARY, 2014.**

**RAYMOND TOUT
MAYOR**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER/CLERK**

MEETINGS, NOTICES, ANNOUNCEMENTS

Wednesday, January 15, 2014	Economic Development Committee	4:30 p.m.
Monday, January 27, 2014	Regular Council Meeting	7:00 p.m.
Monday, February 10, 2014	Regular Council Meeting	7:00 p.m.

The following accessibility services can be made available to residents upon request with two weeks notice:

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427
- Guelph location – 519-821-4242**

Documents in alternate forms – CNIB – 1-800-563-2642