



Township of Wellington North

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

Regular Meeting of Council

Monday, June 11, 2012

7:00 p.m.

Municipal Office Council Chambers, Kenilworth

A G E N D A

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<u>CALLING THE MEETING TO ORDER</u>	
- Mayor Tout	
<u>O' CANADA</u>	
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<p><u>ANNOUNCEMENTS</u></p> <p><u>CLOSED MEETING SESSION</u></p> <p>1. "Legal / Security of Property and Personnel" matters</p> <p><u>CONFIRMING BY-LAW NO. 41-12 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL</u></p> <p><u>ADJOURNMENT</u></p> <p>Lorraine Heinbuch, Chief Administrative Officer/Clerk</p>	<p>75</p>



COUNTY OF WELLINGTON

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WELLINGTON TERRACE
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FERGUS, ONTARIO
N1M 0A1

June 6, 2012

To: Mayor Raymond Tout and Members of Council for the Township of Wellington North.

From: Linda Dickson, MCIP, RPP
Community Emergency Management Coordinator

Re: Amendments to the Emergency Response Plan for the County of Wellington and Member Municipalities.

BACKGROUND:

Under the Emergency Management and Civil Protection Act, R.S.O., 1990, every municipality is required to have an Emergency Response Plan outlining policies and procedures for responding to large scale emergencies/disasters in their municipality. In 2010, the County of Wellington and the Member Municipalities adopted the same Emergency Response Plan. In 2011, the Plan was reviewed and tested during each municipal emergency management exercise. There were no changes to the Plan in 2011. However, as a result of our response experience with Sandy Lake, subsequent After Action Reports and changes to existing agreements with partner agencies, changes to the Plan are being proposed.

The proposed changes have been circulated and reviewed with each municipality's Emergency Management Programme Committee, and the changes are being brought forward for consideration.

CHANGES

Proposed changes to the plan include

- i) A description of the resources of the Emergency Medical Assistant Team from the Ministry of Health and Long Term Care.
- ii) Updated Roles and Responsibilities for the Social Services Administrator and Director of Human Resources.
- iii) Update the flood messaging terminology for the Conservation Authorities.
- iv) Update the Telecommunications Section to include requirements for Interoperability.
- v) Update the Volunteer Management policies to reflect lessons learned from the Sandy Lake evacuations.
- vi) Add policies to define Host Communities and the potential roles of a Host Community.

- vii) Add policies regarding the availability and use of 211 during the recovery phase of an emergency.
- viii) Update the policies for the provincial Ontario Disaster Assistance Relief Programme.
- ix) Include policies specific to accessibility for communications in emergency situations.

ATTACHMENTS:

An amending document is attached.

ADOPTION OF THE AMENDMENTS

It is proposed that a report will be circulated to all Councils for their review and consideration. Once all eight municipal councils have had an opportunity consider the proposed changes, and further resolve to support the changes in principle, a by-law to adopt the changes will be prepared for each municipality

RECOMMENDATION:

Be it resolved that Council supports the adoption of the amendments to the Emergency Response Plan for the County of Wellington and the Member Municipalities, and further that Council authorizes the passing of a by-law adopting the changes to the revised emergency response plan as circulated and presented.

TOWNSHIP OF WELLINGTON NORTH

PUBLIC MEETING - MINUTES

Monday, May 28, 2012

The Public Meeting was held Monday, May 28, 2012 at 7:00 p.m. at the Township of Wellington North Council Chambers, Kenilworth to consider two Zoning Amendment applications.

Present:

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

Also Present:

C.A.O./Clerk: Lorraine Heinbuch
Executive Assistant: Cathy Conrad
Township Planner: Linda Redmond

Mayor Tout called the meeting to order.

Declaration of Pecuniary Interest:

None declared.

Owner/Applicant: Arlene Pronk

THE LOCATION being rezoned is in Part of Lot 8, Concession 2 with a civic address of 8355 Line 2. The land is approximately 42.3 ha (104.6 acres) in size.

THE PURPOSE AND EFFECT of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural portion of the property and to address the oversized sheds on the residential portion of the subject lands. This rezoning is a condition of severance application B16/12, that was granted provisional approval by the Wellington County Land Division Committee in April 2012. The consent will sever the existing farm dwelling and accessory buildings (1.5 ha (3.8 acres) from the remainder of the agricultural parcel (40.8 ha (100.8 acres). The property is currently zoned Agricultural.

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Please note – Section 34 (12) of the Planning Act.

Information – At a meeting under subsection (12), the Council shall ensure that information is made available to the public regarding the power of the Municipal Board under subsection (14.1) to dismiss an appeal if an appellant has not provided the Council with oral submissions at a public meeting or written submissions before a By-law is passed.

1. Notice for the public meeting was sent to property owners within 120 m and required agencies and posted on the property on May 3, 2012.
2. Application for Zoning By-law Amendment
3. Presentation by:

Linda Redmond, Planner, reviewed her comments dated May 23, 2012.

The zoning amendment is required as a condition of provisional consent (B16/12) by the Wellington County Land Division Committee. The Planning Department had no objections to implementing this decision. Both the Provincial Policy Statement and County Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future residential dwellings. 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.

The by-law will also address the drive sheds on the residential parcel. It is not unusual to maintain an existing implement shed for storage as a result of a severance. In this case the applicants are requesting to keep two drive sheds with a combined floor area of 4072 sq.ft. (3072 sq.ft. and 1200 sq.ft. each). Council should be satisfied that the accessory buildings are intended for personal use and not for commercial purposes.

The subject land is legally described as Part of Lot 8 Concession 2 and has a civic address of 8355 Line 2. The land is approximately 42.3 ha (104.6 acres) in size and is occupied by a dwelling and two drive sheds.

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The purpose of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural portion of the property and to address the oversized sheds on the residential portion of the subject lands. This rezoning is a condition of severance application B16/12, that was granted provisional approval by the Wellington County Land Division Committee in April 2012. The consent will sever the existing farm dwelling and sheds (1.5 ha (3.8 acres) from the remainder of the agricultural parcel (40.8 ha (100.8 acres). The property is currently zoned Agricultural.

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the Provincial Policy Statement provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

Under the Wellington County Official Plan the subject lands are designated PRIME AGRICULTURE. This application is required as a result of a severance application. Section 10.3.4 of the Official Plan implements the Provincial Policy Statement and requires that the remnant parcel be rezoned to prohibit dwellings.

Section 10.3.4 of the Official Plan states:

“A severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

- a) The remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- b) The result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- c) 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
- d) The surplus residence is habitable and is not expected to be demolished by a future owner; and
- e) The Minimum Distance Separation formula will be met, and
- f) 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.

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Under the Wellington North Zoning By-law the subject lands are zoned Agricultural (A). There will be two site specific zones required on the subject lands. The first site specific will prohibit a dwelling on the 100.8 acre agricultural parcel and the second one will address the accessory structures on the 3.8 acre residential parcel.

As a result of the severance, the residential dwelling would be considered the main use and the existing accessory structure would be reviewed under section 6.1 as accessory uses to a residential dwelling. In this case there are two drive sheds with floor area's of 3072 sq.ft. and 1200 sq.ft. Both exceed the allowable ground floor area of 1,000 sq. ft. per accessory structure (Section 6.1.4 ii).

Under the current by-law accessory structures are permitted to cover a maximum of 10% of the lot area, however the buildings cannot exceed 1000 sq.ft. each. Staff are currently undertaking a review of this and are proposing revisions to the wording. Consideration will be given to applying "sliding scale" criteria that would permit larger structures for larger parcels of land. In the meantime should Council chose to allow the drive sheds to remain a limit on further accessory structures should be included within the amending by-law.

4. Review of Correspondence received by the Township:
 - Grand River Conservation Authority
 - Liz Yerex, Resource Planner
 - No Objection
5. The by-law will be considered at the Regular Council Meeting following the public meeting. Mayor Tout asked those wishing to receive further notices regarding this application to make their request in writing.
6. Mayor Tout opened the floor for any questions/comments.

The applicant's agent, Vince Starratt, was present to answer any questions. Mr. Starratt stated that both drive sheds are in good shape and still useful. The sheds add value to the property. His clients are agreeable to the clause restricting additional accessory structures.

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7. Comments/questions from Council.

Councillor Lennox stated that he continues to have problems with these large accessory structures being retained. He expressed concern that livestock farmers could continue on with their farm business using these structures.

Owner/Applicant: Richard Cole and Mabel Cole

Declaration of Pecuniary Interest:

None declared.

THE LOCATION being rezoned is in Part of Lot 10, Concession 7, with a civic address of 8420 Line 6. The land is approximately 35 ha (86 acres) in size.

THE PURPOSE AND EFFECT of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural portion of the property and to address the oversized sheds on the residential portion of the subject lands. This rezoning is a condition of severance application B145/11, that was granted provisional approval by the Wellington County Land Division Committee in April 2012. The consent will sever the existing farm dwelling and accessory buildings (3.15 ha (7.8 acres) from the remainder of the agricultural parcel (31.76 ha (78.5 acres). The property is currently zoned Agricultural site specific (A-75) to permit a propane tank refurbishing business and Natural Environment (NE).

Please note – Section 34 (12) of the Planning Act.

(12) Information. – At a meeting under subsection (12), the council shall ensure that information is made available to the public regarding the power of the Municipal Board under subsection (14.1) to dismiss an appeal if an appellant has not provided the council with oral submissions at a public meeting or written submissions before a By-law is passed.

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8. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on May 3, 2012.

9. Application for Zoning By-law Amendment

10. Presentation by:

Linda Redmond, Planner, reviewed her comments dated May 23, 2012.

The zoning amendment is required as a condition of provisional consent (B145/11) by the Wellington County Land Division Committee. The Planning Department had no objections to implementing this decision. Both the Provincial Policy Statement and County Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future residential dwellings. 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.

The by-law will also address the drive shed (shop) on the residential parcel. It is not unusual to maintain an existing implement shed for storage as a result of a severance. In this case the applicants are requesting to keep an accessory shop with a floor area of 3200 sq. ft, 1000 sq.ft. is the maximum allowable. Given the size of the subject property and neighbouring agricultural lots the impact of the relief requested appears to be minor in nature, however, Council should be satisfied that the accessory building is intended for personal use and not for commercial purposes.

The subject land is legally described as Part of Lot 10, Concession 7, with a civic address of 8420 Line 6. The land is approximately 35 ha (86 acres) in size and is occupied by a dwelling and two accessory structures.

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The purpose of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural portion of the property and to address the oversized shed on the residential portion of the subject lands. This rezoning is a condition of severance application B145/11, that was granted provisional approval by the Wellington County Land Division Committee in April 2012. The consent will sever the existing farm dwelling and accessory buildings (3.15 ha (7.8 acres) from the remainder of the agricultural parcel (31.76 ha (78.5 acres). The property is currently zoned Agricultural site specific (A-75) to permit a propane tank refurbishing business and Natural Environment (NE).

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the Provincial Policy Statement provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

Under the Wellington County Official Plan the subject lands are designated PRIME AGRICULTURE. This application is required as a result of a severance application. Section 10.3.4 of the Official Plan implements the Provincial Policy Statement and requires that the remnant parcel be rezoned to prohibit dwellings.

Section 10.3.4 of the Official Plan states:

“A severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

- a) The remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- b) The result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- c) 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
- d) The surplus residence is habitable and is not expected to be demolished by a future owner; and
- e) The Minimum Distance Separation formula will be met, and
- f) 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.

TOWNSHIP OF WELLINGTON NORTH

PUBLIC MEETING - MINUTES

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Under the Zoning By-law the subject lands are zoned Agricultural (A). There will be two site specific zones required on the subject lands. The first site specific will prohibit a dwelling on the 78.5 acre agricultural parcel and the second one will address the accessory structure on the 3.15 acre residential parcel.

As a result of the severance, the residential dwelling would be considered the main use and the existing accessory structure would be reviewed under section 6.1 as accessory uses to a residential dwelling. In this case there are two accessory structures a garage (432 sq.ft.) and shop (3200 sq.ft.). The garage will comply with the minimum required floor area of 1000 sq.ft. however the shop exceeds the maximum as per Section 6.1.4 ii.

Under the current by-law accessory structures are permitted to cover a maximum of 10% of the lot area, however the buildings cannot exceed 1000 sq.ft. each. Staff are currently undertaking a review of this and are proposing revisions to the wording. Consideration will be given to applying "sliding scale" criteria that would permit larger structures for larger parcels of land. In the meantime should Council chose to allow the drive shed to remain a limit on further accessory structures should be included within the amending by-law.

11. Review of Correspondence received by the Township:

- none

12. The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the By-law must submit a written request.

13. Mayor opens floor for any questions/comments.

The applicant was present to answer any questions. Mr. Cole explained that he refurbishes propane cylinders and no propane gas is involved.

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PUBLIC MEETING - MINUTES

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14. Comments/questions from Council.

Councillor Lennox commented that Council has seen this application previously and questioned if anything has changed.

Ms. Redmond explained that Council previously saw the consent application for this property. The applicant has scaled back the size of the retained parcel. The 7.8 acres is justified given the location of septic system and driveway.

15. Adjournment 7:18 p.m.

C.A.O./CLERK

MAYOR

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

REGULAR MEETING OF COUNCIL

Monday, May 28, 2012

Following Committee of Adjustment (7:40 p.m.)

Members Present:

**Mayor: Raymond Tout
Councillors: Sherry Burke
Mark Goetz
Andy Lennox
Dan Yake**

**Also Present: Chief Administrative Officer/Clerk: Lorraine Heinbuch
Executive Assistant: Cathy Conrad
Director of Recreation, parks: Barry Lavers**

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 May 28, 2012 Regular Meeting of Council be accepted and passed.

Resolution Number: 1

Carried

D. **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE
THEREOF**

None declared.

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

REGULAR MEETING OF COUNCIL

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E. MINUTES

1. Public Meeting, May 7, 2012
2. Regular Meeting of Council, May 7, 2012
3. Public Meeting – Development Charge By-law, May 10, 2012

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT the minutes of the Public Meeting and Regular Meeting of Council held on May 7, 2012 and the minutes of the Public Meeting held on May 10, 2012 be adopted as circulated.

Resolution Number: 2

Carried

F. BUSINESS ARISING FROM MINUTES

None

G. DELEGATIONS, DEPUTATIONS, PETITIONS

None

H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

1. Economic Development Committee
- Minutes, May 9, 2012

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Economic Development Committee meeting held on May 9, 2012.

Resolution Number: 3

Carried

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

REGULAR MEETING OF COUNCIL

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

2. Recreation & Culture Advisory Committee
- Minutes, May 1, 2012

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation & Culture Advisory Committee meeting held on May 1, 2012.

Resolution Number: 4

Carried

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North accept the gift from the Arthur Agricultural Society of a walk-in-cooler at the Arthur Community Centre for a total price of \$10,986.19 plus HST, price to include installation, as recommended by the Recreation & Culture Advisory Committee.

Resolution Number: 5

Carried

3. Water / Sewer Committee
- Minutes, May 15, 2012

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Water/Sewer Committee meeting held on May 15, 2012.

Resolution Number: 6

Carried

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

REGULAR MEETING OF COUNCIL

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

3. Water / Sewer Committee
- Minutes, May 15, 2012 (continued)

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North approve the proposed amendment to By-law Number 73-10 being the Fees and Charges By-law, Schedule "H" as recommended by the Water/Sewer Committee and forward amendment to the Clerk for inclusion in the proposed amendments to the Fees & Charges By-law.

Resolution Number: 7

Carried

- 2012 Reserve Capacity Calculations Arthur Waste Water Treatment Plant

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North adopt the report prepared by Triton Engineering Services Limited regarding 2012 Reserve Capacity Calculations for the Arthur Waste Water Treatment Plant.

Resolution Number: 8

Carried

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

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

3. Water / Sewer Committee (continued)
- 2012 Reserve Capacity Calculations Mount Forest Waste Water
Treatment Plant

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North adopt the report prepared by Triton Engineering Services Limited regarding 2012 Reserve Capacity Calculations for the Mount Forest Waste Water Treatment Plant.

Resolution Number: 9

Carried

- Quotations Received for New Truck

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North authorize the purchase of a Ford F250 truck from Leslie Ford for the Water/Sewer Department at the quoted price of \$32,960.58 as recommended by the Water/Sewer Committee.

Resolution Number: 10

Carried

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

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

4. Works Committee
- Minutes, May 15, 2012

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Works Committee meeting held on May 15, 2012.

Resolution Number: 11

Carried

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North approve the replacement of the existing broken and damaged curb and gutter in Arthur by D.T. Contracting at the quoted price of \$44.20/foot as recommended by the Works Committee.

Resolution Number: 12

Carried

- Tender - Fergus Street Reconstruction

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North award the contract for the Fergus Street Reconstruction to Reeves Construction Limited at the tendered price of \$626,692.76 as recommended by Township Engineer, B.M. Ross and Associates Limited.

Resolution Number: 13

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

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

4. Works Committee (continued)
- Report Regarding Grader Tender

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North award the tender for the purchase of a new road grader to Nortrax at the tendered price of \$299,813.00, unit price less trade, plus HST.

Resolution Number: 14

Carried

5. Building/Property Committee
- Minutes, May 10, 2012

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Building/Property Committee meeting held on May 10, 2012.

Resolution Number: 15

Carried

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North give support endorsing the letter from Minto C.A.O./Clerk Bill White, and recommend to the County of Wellington a meeting be set up between the C.B.O.'s, C.A.O./Clerks and the Police Services Board with respect to the recent version of the Draft Fortification of Lands By-law, as recommended by the Building/Property Committee.

Resolution Number: 16

Carried

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**THE CORPORATION OF THE
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H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

5. Building/Property Committee
- Minutes, May 10, 2012 (continued)

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North amend Building Department Policy BD-03 regarding engineering for on-site sewage systems on lots of less than 0.4 ha (1.0 ac) in area to allow this policy to be utilized at the discretion of the Chief Building Official with considerations being given to daily flow of the proposed building and septic system construction, as recommended by the Building/Property Committee.

Resolution Number: 17

Carried

6. Fire Committee
- Minutes, May 17, 2012

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Fire Committee meeting held on May 17, 2012.

Resolution Number: 18

Carried

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North approve the Draft Fire Agreement prepared by Lori Heinbuch, CAO/Clerk to be presented to Southgate at a joint meeting, as recommended by the Fire Committee.

Resolution Number: 19

Carried

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THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, May 28, 2012

Page Nine

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

6. Fire Committee
- Minutes, May 17, 2012 (continued)

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North direct the Clerk to prepare an amendment to By-law Number 73-11 being a by-law to permit for setting of open air fires – barbeques with the following:

Section 5.1 should read – The Barbeque shall be supervised at all times.

Section 5.3 (new) No person shall light, ignite or start, or permit to be lighted, ignited or started, a fire in a grill, barbeque on a balcony of any building containing two (2) or more dwelling units;

Section 5.4 to read Chimeneas are permitted providing they are placed on a non-flammable surface and a minimum of 4 meters from any structure.

The Application Form be amended to include “A Permit will not be issued for a property that does not have a posted 911 Number”.

Resolution Number: 20

Carried

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

REGULAR MEETING OF COUNCIL

Monday, May 28, 2012

Page Ten

**I. CORRESPONDENCE FOR COUNCIL'S INFORMATION AND
DIRECTION**

1. The Royal Canadian Legion
Re: Request for Approval of Bar for the Agricultural Society Lawn
Mower Races on June 10, 2012 from 11:00 a.m. to 9:00 p.m.

**Moved by: Councillor Yake
Seconded by: Councillor Lennox**

THAT the Council of the Corporation of the Township of Wellington North approve the Royal Canadian Legion, Mount Forest Branch 134, to provide a bar for the Agricultural Society Lawn Mower Races on Sunday, June 10, 2012 from 11:00 a.m. till 9:00 p.m. at the Mount Forest Agricultural Building on King Street East, Mount Forest.

Resolution Number: 21

Carried

2. County of Wellington
Re: Draft Source Water Plan, Wellington County Comments

**Moved by: Councillor Lennox
Seconded by: Councillor Yake**

THAT the Council of the Corporation of the Township of Wellington North support the County of Wellington comments regarding the Draft Source Water Plan prepared by the Saugeen, Grey, Sauble, North Bruce Peninsula Source Protection Region.

Resolution Number: 22

Carried

3. Ministry of Natural Resources
Re: Bear Wise Program
- Received as information
4. Ministry of Citizenship and Immigration
Re: Ontario Medal For Good Citizenship
- Received as information

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

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Page Eleven

I. **CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION**

5. Arthur Optimist Club
Re: Request to Declare Annual Canada Day Weekend as a Community Festival, June 29 & 30, July 1 & 2, 2012

Moved by: Councillor Lennox

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North classify the Arthur Optimist Club Annual Canada Day Celebration to be held June 29 & 30, July 1 & 2, 2012 as a community festival subject to approval from other agencies.

Resolution Number: 23

Carried

J. **BY-LAWS**

1. 32-12 Being a By-law to Authorize Temporary Borrowing from Time to Time to Meet Current Expenditures During the Fiscal Year Ending December 31, 2012

Moved by: Councillor Lennox

Seconded by: Councillor Yake

THAT By-law Number 32-12 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2012 be read a First, Second and Third time and finally passed.

Resolution Number: 24

Carried

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

REGULAR MEETING OF COUNCIL

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J. **BY-LAWS** (continued)

2. 33-12 Being a By-law to Amend By-law No. 52-08, as Amended Respecting Development Charges

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT By-law Number 33-12 being a by-law to amend By-law Number 52-08, as amended, respecting Development Charges be read a First, Second and Third time and finally passed.

Resolution Number: 25

Carried

3. 34-12 Being a By-law Imposing Special Annual Drainage Rates Upon Land In Respect Of Which Money is Borrowed Under the *Tile Drainage Act*.

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT By-law Number 34-12 being a by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act be read a First, Second and Third time and finally passed. (Manion)

Resolution Number: 26

Carried

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

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Monday, May 28, 2012

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J. **BY-LAWS** (continued)

4. 35-12 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 7, former Township of West Luther – Cole)

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT By-law Number 35-12 being a by-law to amend Zoning By-law Number 66-01 being the zoning by-law for the Township of Wellington North be read a First, Second and Third time and finally passed. (Part Lot 10, Concession 7, former Township of West Luther, 8420 Line 6 – Cole)

Resolution Number: 27

Carried

5. 36-12 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 8, Concession 2, former Township of West Luther – Pronk)

Moved by: Councillor Goetz
Seconded by: Councillor Yake

THAT By-law Number 36-12 being a by-law to amend Zoning By-law Number 66-01 being the zoning by-law for the Township of Wellington North be read a First, Second and Third time and finally passed. (Part Lot 8, Concession 2, former Township of West Luther, 8355 Line 2 – Pronk)

Resolution Number: 28

Carried

K. **OTHER/NEW BUSINESS**

None.

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

REGULAR MEETING OF COUNCIL

Monday, May 28, 2012

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L. **ITEMS FOR COUNCIL'S INFORMATION**

Cheque Distribution Report dated May 24, 2012

Saugeen Conservation Authority

- 2011 Annual Report
- 2011 Audited Financial Statements

Grand River Conservation Authority

- Strategic Plan, updated 2012

M. **NOTICE OF MOTION**

None.

N. **ANNOUNCEMENTS**

None

O. **CLOSED MEETING SESSION**

1. "Legal", "Personal" and "Personnel" matters

Moved by: Councillor Yake

Seconded by: Councillor Lennox

THAT Council go into a meeting at 8:32 p.m. that is closed to the public under subsections 239 (2) (e) (f) (b) (d) of the Municipal Act, 2001

- *to consider litigation or potential litigation;*
- *to consider advice that is subject to solicitor-client privilege, including communication for that purpose;*
- *to consider personal matters about an identifiable individual;*
- *to consider labour relations or employee negotiations.*

Resolution Number: 29

Carried

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THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, May 28, 2012

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O. CLOSED MEETING SESSION (continued)

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT Council rise from a closed meeting session at 10:33 p.m.

Resolution Number: 30 Carried

P. CONFIRMING BY-LAW

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT By-law Number 37-12 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 May 28, 2012 be read a First, Second and Third time and finally passed.

Resolution Number: 31 Carried

Q. ADJOURNMENT

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Regular Council meeting of May 28, 2012 be adjourned at 10:34 p.m.

Resolution Number: 32 Carried

C.A.O./CLERK

MAYOR



TOWNSHIP OF WELLINGTON NORTH POLICY AND PROCEDURE MANUAL

DEPARTMENT	Building	POLICY NUMBER: BD-04
SECTION		EFFECTIVE DATE: May 28, 2012
SUBJECT	New and Used Corrugated Steel Grain Bins	
AUTHORITY	Part 2, Section 2.2 and 2.3 of the National Farm Building Code	

POLICY STATEMENT

This document outlines the criteria when applying for a Building Permit, as well as the associated review, inspection and approval protocols for all **new** and **used** corrugated steel grain bins constructed in areas served by the Township of Wellington North.

DESIGN CRITERIA

- Bins and their supporting foundation shall be designed in accordance with Part 2, Section 2.2 and 2.3 of the National Farm Building Code of Canada, 1995 and according to good engineering practice.

FOOTINGS AND FOUNDATIONS

- All footings and foundations shall require professional design. Plans and specifications will require design and approval by a person licensed to practice professional engineering in the Province of Ontario.
- Design of the foundation shall be consistent with the soil bearing capacity of the site. Soil analysis may be required to confirm soil bearing capacity.
- Grain bins with an eave height over diameter ratio in excess of 1.75 or exceeding 14.63 metres (48 feet) or 13.72 metres (45 feet) eave height shall require soil analysis to confirm bearing capacity.
- General Review and approval by a person licensed to practice professional engineering in the Province of Ontario shall be required on all footings, foundations and soil bearing capacity for grain bins with an eave height over diameter ratio in excess of 1.75 or exceeding 14.63 metres (48 feet) in diameter or 13.72 metres (45 feet) eave height.

BIN SUPERSTRUCTURE

- All new bins, regardless of size, required professional design by a person licensed to practice professional engineering in the Province of Ontario. Plans and specifications contained in the manufacturer's manual, shall bear the seal of the licensed professional engineer.
- General review and approval by a person licensed to practice professional engineering in the Province of Ontario shall be required on all bin structures with an eave height over diameter ratio in excess of 1.75 or exceeding 14.63 metres (48 feet) in diameter or 13.72 metres (45 feet) eave height.
- General review and approval is not required for bins with less than an eave height over diameter ratio lower than 1.75 or 14.63 metres (48 feet) in diameter or 13.72 metres (45 feet) eave height where the contractor/building is certified to erect by the manufacturer.

OTHER

- All other electrical connections shall be inspected by the Electrical Safety Authority (ESA).
- A warning sign clearly indicating the hazards of entrapment shall be installed according to Part 3, Section 3.2.1.6 (1) of the National Farm Building Code of Canada, 1995, at every designation person access.
- Ladders and safety cages shall meet the requirements of Part 3, Section 3.2.2 of the National Farm Building Code of Canada, 1995.
- Building Inspections are required at various stages of construction. Call the Township of Wellington North Building Department to arrange for inspections.

WATER/SEWER COMMITTEE MEETING May 15, 2012

Other Business

- The Committee recommends Council approval of a request received from Edward and Margaret Baratto for one infill sewer allotment for his severance lot which is presently going through the approval process. The property is located at 178 Frederick Street West, Survey Crown, Part Park Lot 2, N/S Catherine St. and RP 60R2919, Parts 1 and 2. Arthur Village only has 2 remaining sewer infill allotments left. Mr. Baratto will have 3 months to obtain the necessary approvals to hold on to the sewer allotment for his new lot.

Cathy/Lori below is Mr. Baratto's request for sewage allotment. I have also reviewed the portion of the May 15, 2012 Water/Sewer Committee Meeting minutes regarding Mr. Baratto's sewage allotment and have the following comment:

1. Infill lots are existing vacant lots and committed units are given out on a first come first serve basis as building permits are issued. These units in the infill category have already been committed by resolution of Council and should not be re-committed. I have no issue or concerns with a sewage unit being committed to Mr. Baratto for a 3 month period but I ask that it be taken from Arthur's Uncommitted Reserve capacity.

Thank you,

Darren Jones, CBCO
Chief Building Official
Township of Wellington North
p. (519) 848-3620 ext. 62
f. (519) 848-1119

April 23, 2012

Township Of Wellington North
7490 Sideroad 7 West
PO Box 125
Kenilworth, ON
N0G 2E0

Attention: Lori Heinbuch, CAO

Dear Ms. Heinbuch

Re: Sanitary Sewer Allotment
178 Frederick Street
Village of Arthur

We have just become aware of limited sanitary sewer allotments in Arthur. We understand that there are only 2 "in fill" sanitary sewer allotments and that they are available on a first come, first serve basis at the time of building permit application. This concerns us as we are embarking on a time consuming and costly process to create a vacant lot as well as make a second lot more accessible. We do not want to complete the process to only find out that there is no sanitary sewer allotment available for this new lot. We kindly ask, therefore, that two sanitary sewer allotments be reserved for these two properties.

We have asked VanHarten Surveying to investigate the severance potential of our property located at 178 Frederick Street, next to a pumping station. We are told that although it looks like a great "in fill" parcel, there are a number of planning factors to consider. The property is zoned R3H and we are seeking clarification on the steps necessary to construct a single family dwelling on the proposed lot. We may require a zone change application that often takes at least 6 months and we require severance approval from the County of Wellington Land Division Committee to create the parcel.

Our second parcel abuts the first one and has a very narrow frontage on Smith Street. We are looking at creating an easement that crosses the first parcel so that there will be access to the second parcel from Frederick Street. Approval for the easement is also required from the County of Wellington Land Division Committee.

The approvals that we are seeking will require significant time and cost. We do not want to be disappointed when we apply for a building permit that a sanitary sewer would not be available. We ask, therefore, that 2 sanitary sewer allotments be reserved for these properties. We ask that you consider not just the "in-fill" allotments for Arthur, but also any allotments for possible subdivision plans - especially those that are many years from construction.

We kindly ask that you keep us informed on this process to seek the sanitary sewer allotments. We would be happy to speak to you or Council directly on the matter.

Thank you for your consideration.

Sincerely,

Eddie and Maggie Baratto



Arthur Area Fire Department

103 Smith Street, P.O. Box 99, Arthur, Ontario N0G 1A0
Ph: 519-848-3500 • Fax: 519-848-6656

ARTHUR FIRE STATION REPORT FOR MAY 2012

The Arthur Fire Station responded to eleven calls for assistance during the month of May, 2012.

3 in Mapleton	- 3 MVC
1 in West Luther	- 1 MVC
1 in Arthur Township	- 1 Alarm Activation
5 in Arthur	- 3 Ambulance Assist - 1 Alarm Activation - 1 Gas Leak
1 Mutual Aid	- 1 Call - Centre Wellington (Elora) request for Tanker – Cancelled enroute.

There were five practices in May. On May 2nd, the Fire Chief and twelve firefighters attended; on May 9th, the Fire Chief and fifteen firefighters attended; on May 16th, the Fire Chief and nineteen firefighters attended; on May 23rd, the Fire Chief and sixteen firefighters attended and on May 30th, the Fire Chief and eleven firefighters attended.

On May 1st Fire Chief Morrison attended the Wellington Dufferin County Mutual Aid Association Meeting in Fergus.

Fire Chief Morrison and Deputy Chief Lawlor attended the Annual Ontario Association of Fire Chief's Conference and Trade Show in Toronto on May 4th to May 7th, 2012. They attended the Rural and Suburban Seminars while there.

Fire Chief Morrison attended the Fire Committee meeting held in Kenilworth on May 17th.

Fire Chief Morrison took part in the Emergency Preparedness Day held at Wellington Heights in Mount Forest on May 18th. Several presentations were performed, which included Fire Extinguisher Training for the students. Fire Prevention/Public Education Officer Jason Benn was also in attendance.

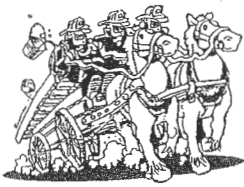
Total number of Burn Permits issued by the Township for the Arthur Fire Area in the month of May was twenty-seven.

Jim Morrison
Fire Chief CMM II

Fire Prevention Report
WNFS-Arthur Stn.
FPO Jason Benn

May-12

Evac. Procedures	1
Telephone Calls	28
Business/Personal Service	4
Residential	0
Assembly Occ.	2
Misc.	16
Industrial	1
Meetings	4
Complaints	0
Mercantile	3
Letter/Reports	3
Institutional	0
Burn Permit	1
New Construction/Plan Review	1
Occupancy Permits	0
Ext. Trainings/talks	0
Emerg. Planning	3
Pub. Ed. Lectures/tours	0
Pre Incident Plan	0
Fire Safety Plan Review	2
Admin.	17
Court/documents/serving	0
Inspection follow up	2



MOUNT FOREST FIRE DEPARTMENT

Township of Wellington North

WELLINGTON NORTH FIRE SERVICES

MOUNT FOREST FIRE STATION REPORT MAY 2012

The Mount Forest Fire Station responded to sixteen calls for assistance during the month of May 2012.

- | | |
|----------------------|--|
| 10 in Mount Forest | - 5 Ambulance Assist (2 Patient Lift Assists, 3 V.S.A.) |
| | - 1 Smoke in Apartment (pot left on stove) |
| | - 1 MVC (404 Main St.) |
| | - 1 Alarm Sounding (defective detector) |
| | - 2 Reported Illegal Burns (Legal – no problem found) |
| 2 in Arthur Township | - 2 M.V.C. (truck and horse & buggy and 2 vehicles M.V.C. at Hwy 89 and County Road 6) |
| 1 in West Grey | - 1 Reported M.V.C. (car and deer – called off) |
| 3 in Southgate | - 1 Illegal Burn (Large Bon Fire) |
| | - 1 Skid Steer Fire |
| | - 1 M.V.C. (Hwy 89 and County Road 16) |

There were two meeting/practice sessions held during the month of May 2012. On May 7th, 2012 eighteen members were present and on May 23rd, 2012 fifteen members were present.

On May 1st, 2012 five members attended the Mutual Aid Meeting in Fergus.

The Chief and Deputy Chief attended the Annual Ontario Association of Fire Chief's Conference and Trade Show in Toronto on May 5th to May 9th, 2012.

Two members assisted at the M & M Meats Charity BBQ on May 12th, 2012 in Mount Forest.

On May 17th, 2012 the Chief, the Deputy Chief and the Fire Prevention Officer attended the Fire Committee Meeting in Kenilworth.

The Deputy Chief and the Fire Prevention Officer attended the Emergency Preparedness Day at Wellington Heights Secondary School in Mount Forest on May 18th, 2012.

Respectfully Submitted,
Ron MacEachern
Mount Forest Fire Chief

Fire Prevention Report
WNFS-Mount Forest Stn.
FPO Jason Benn

May-12

Evac. Procedures	0
Telephone Calls	22
Business/Personal Service	2
Residential	2
Assembly Occ.	2
Misc.	17
Industrial	1
Meetings	4
Complaints	0
Mercantile	2
Letter/Reports	12
Institutional	0
Burn Permit	0
New Construction/Plan Review	0
Occupancy Permits	0
Ext. Trainings/talks	2
Emerg. Planning	1
Pub. Ed. Lectures/tours	6
Pre Incident Plan	0
Fire Safety Plan Review	1
Admin.	14
Court/documents/serving	1
Follow up inspections	4

TOWNSHIP OF WELLINGTON NORTH

CEMETERY COMMITTEE

June 1, 2012 – 8:30 am

PRESENT: Chair, Councillor Mark Goetz
Deputy Clerk, Cathy More
Works Foreman, Gary Matthews

Chairman Mark Goetz opened the meeting.

COLUMBARIUM DISCUSSION

The first columbarium was purchased in 1999. At that time it was the intent that future columbarium's be identical, ie Canadian granite, size, consistent lettering and lettering provided in a timely manner.

The second columbarium was purchased in 2008 from Mount Forest Memorials with a \$2000 increase from 1999.

There are now a limited number of niches available in the current columbarium. We have obtained a quote from Mount Forest Memorials at the same price as the 2008 columbarium, delivery date would be approximately 4 months. As in previous years the works department will prepare the foundation. The cost of the columbarium and foundation are included and within the 2012 budget.

Mount Forest Memorials has guaranteed that the granite will be consistent with the two previous columbarium's (Canadian granite), the size will be identical (48 niches), lettering will be consistent and done in a timely manner which is an important factor.

RECOMMENDATION BY CEMETERY COMMITTEE

THAT the Council of The Township of Wellington North approve the addition of Mount Forest Memorials to the preferred vendors list Section 5.2.1 of the Purchasing Policy for the following reasons: the quality of the Canadian granite is very durable and withstands our Canadian winters, the lettering is consistent and done in a timely manner. They are in very close proximity to the cemetery and are readily available for any service that may be required.

And further

THAT the Council of The Township of Wellington North authorize the purchase of a 48 niche columbarium from Mount Forest Memorials identical to the two columbarium's previously installed in accordance with their quotation dated May 31, 2012.

OTHER/NEW BUSINESS

Gary Matthews reported that the two summer students are working out well at the cemetery. He is hoping to continue with tree trimming.

ADJOURNMENT.



Township of Wellington North

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

REPORT

To: Lori Heinbuch CAO/Clerk

June 6, 2012

From: Barry Lavers, Director Recreation Parks & Facilities

Re: Pavillion Construction King St Park, Mount Forest

Background:

As part of the successful Trillium Grant application the Director of Recreation Parks & Facilities was asked to obtain quotes for the construction of a new Picnic Pavillion to be located at the corner of Wellington and Newfoundland St in Mount Forest. A total of 8 local contractors were contacted to submit quotes.

Discussion:

3 Contractors submitted quotes as follows:

McRobb Construction	$\$53,500.00 + 6,955.00 = \$60,455.00$
W. Schwindt & Sons	$\$43,925.00 + 5,710.25 = \$49,635.25$
BJ O'Donnell Contracting	$\$37,500.00 + 4,875.00 = \$42,375.00$

Recommendation:

The Recreation Committee met to open the quotations. A discussion was held. The quotation by O'Donnell was incomplete therefore the Committee is recommending we accept the quotation from W. Schwindt & Sons in the amount of \$49,635.25.



Report

TO: Lori Heinbuch CAO/Clerk

FROM: Dale Clark, Road Superintendent

DATE: June 7, 2012

RE: Top Coat Paving

A quote has been received for Top Coat Paving works in Arthur and Mount Forest. These items are included in the 2012 Capital Road budget.

Asphalt Quotes (Top Coats)

Cork Street - \$19,085.00

North Water Street - \$59,172.00

Arthur Street - \$15,603.00

Parkside Drive - \$20,680.00

Francis Street - \$41,339.00

Line #2(3 blocks) - \$379,058.00

Budget amount \$563,000.00

Note: Additional costs for curbing and resetting of catch basin lids extra and not included plus HST extra.

Recommendation is to proceed with Top Coats on all urban streets and to Tender Line #2 including an extra block of Top Coat (3 blocks total). Total cost of work to be completed would be approximately \$558,000.00 (additional curb and catch basin resetting included) plus HST with the balance being funded from Sewer/Basin materials and supplies account.

Respectfully submitted,

Dale Clark
Road Superintendent

RECEIVED

MAY 31 2012

TWP. OF WELLINGTON NORTH

Post Time Pub & Grill
257 George St.
Arthur, Ont.
N0G 1A0

May 28, 2012

To Whom It May Concern:

We will be forwarding an application for a temporary license extension for our existing premises to serve food and alcohol for a period of approx. 8 hrs on August 25, 2012.

I must include in this application a letter of approval from the Municipal Clerk.

On this day, we will be hosting a charity motor cycle run, with the proceeds going to Groves Memorial Hospital, Fergus.

I hope this meets with your approval and would appreciate a letter in return stating "no objection to the proposed extension site". I have also included a map of the proposed site.

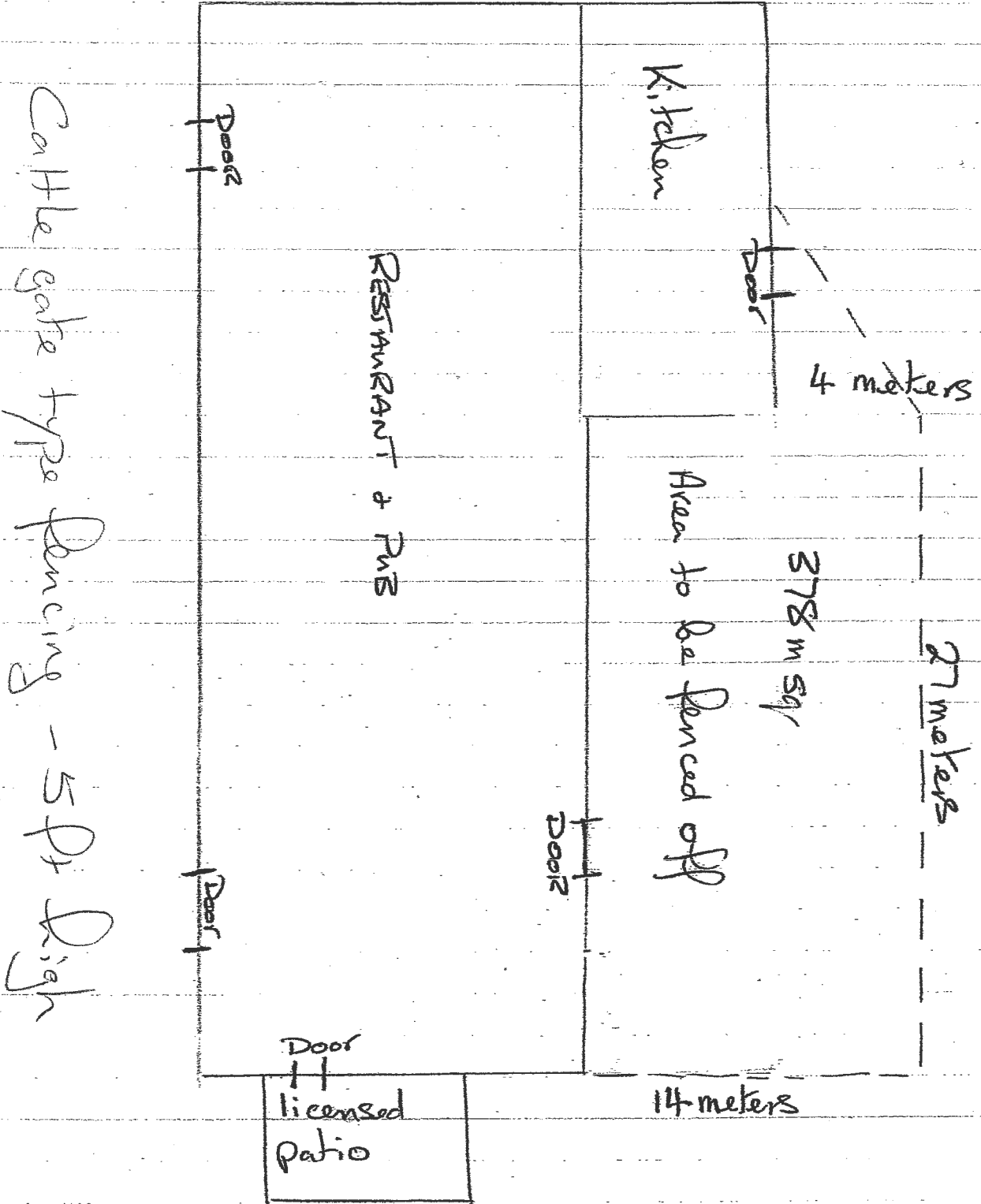
Thanking you in anticipation.

Yours sincerely,



Lorainne Renton
Post Time Pub & Grill
519 848 6459

POST TIME PUB & GRILL



Cattle gate type fencing - 5 ft high

May 23, 2012

Bob Chiarelli
Minister of Transportation
3rd Floor, Ferguson Block,
77 Wellesley Street West
Toronto, ON M7A 1Z8

RECEIVED

JUN 6 2012

TWP. OF WELLINGTON NORTH

RE: COUNCIL Resolution – MTO Connecting Link Funding

At the Tillsonburg Town Council Meeting of May 12, 2012, Council passed the following resolution:

RESOLVED THAT the Town of Tillsonburg advise the MTO of our disappointment regarding the lack of connecting link funding.

FURTHER RESOLVED THAT the resolution be forwarded to area MPP's, other Municipalities affected by the connecting link, the Premier, Opposition Leaders and AMO.

If you have any questions, please do not hesitate to contact me at 688-3009 Ext. 3224

Regards,



Donna Wilson
Clerk
Development & Communication Services
Town of Tillsonburg
200 Broadway, 2nd Floor, Suite 204
Tillsonburg, ON N4G 5A7
Phone: 519-688-3009 Ext. 3224
Fax: 519:842-9431
www.tillsonburg.ca

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

BY-LAW NUMBER 38-12

**BEING A BY-LAW TO REGULATE THE SETTING OF OPEN AIR
FIRES WITHIN THE TOWNSHIP OF WELLINGTON NORTH.**

AUTHORITY: Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 10(2).
Fire Prevention and Protection Act S.O. 1997, c 4, as amended, Section
7.1(1)

WHEREAS by Section 10 (2) of the *Municipal Act 2001, S.O. 2001, c.25*, council of a municipality may pass by-laws with respect to the economic, social and environmental well-being of the municipality and the health, safety and well-being of persons; and

WHEREAS by Section 7.1(1) of the *Fire Prevention and Protection Act S.O. 1997, c.4*, council of a municipality may pass by-laws regulating the setting of open air fires, including establishing the times during which open air fires may be set;

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

1. Definitions

For the purpose of this by-law, the following definitions shall apply:

“Agricultural Use” shall mean means a use of land, buildings or structures for farming or agriculture and includes apiaries; aviaries; berry or bush crops; breeding, raising or training horses or cattle; greenhouses; farms devoted to the hatching, raising and marketing of chickens, turkeys, or other fowl or game birds, animals, fish or frogs; farms for grazing; flower gardening; muck farms; field crops; research and/or breeding station; mushroom farms; nurseries; orchards; riding stables; the raising of sheep or goats, the raising of swine; or the breeding, boarding or sale of domestic animals; tree crops; truck gardening; woodlots; and such uses or enterprises as are customarily carried on in the field of general agriculture, and may include accessory packing, treating, storing, and sale of produce produced on the premises but does not include an abattoir, a kennel, or a rendering plant. A farm includes a detached dwelling house accessory to the main farming or Agricultural Use.

“Barbeque” shall mean appliances including a hibachi, a structure designed and intended solely for the cooking of food in the open air, and other similar commercially manufactured devices designed and intended solely for the cooking of food in the open air, but does not include devices predominantly designed for personal warmth.

“Burn Barrel” shall mean a metal barrel in sound condition no larger than a 170 L (45 gallon) drum with a heavy duty screen with mesh size not greater than 7 mm (0.2 inches) over the top to prevent debris from flying out of the barrel.

“By-law Enforcement Officer” for the purposes of this by-law shall mean a fire fighter, fire prevention officer, police officer or, any person appointed by Council as a by-law enforcement officer for the Township.

“Cooking Fire” shall mean a small confined fire, supervised at all times, and used to cook food. Maximum size of 0.6 m x 0.6 m (2 feet x 2 feet) contained by non-combustible material such as cement blocks, rocks, etc.

“Conservation Area” shall mean land owned by a conservation authority incorporated under the *Conservation Authorities Act*, R.S.O. 1990, c. C.27

“Council” shall mean the Council of the Township of Wellington North.

“Extinguishing Agent” shall mean a material used with fixed, automatic, or portable fire extinguishing systems to suppress or put out fires and include water or fire extinguisher.

“Fire Chief” shall mean the Chief of the Fire Department of the Township of Wellington North or his/her alternate/designate.

“Fire Pit” or “Fire Pit Area” shall mean an area of ground that has been completely cleared of combustible material and lined with a minimum thickness of 15 cm (6 inches) of sand or mineral soil that will extend a minimum of 30 cm (12 inches) beyond the use of fuel and/or burning materials.

“Fuel” shall mean material, such as wood, that releases energy when it is burned, which can be used as a source of heat or power. This definition shall not mean gasoline, liquid fuels or accelerants.

“Open Air Burning” shall mean the ignition or incineration by fire of combustibles for the purpose of burning grass, clean wood other combustibles in any open place, yard, field or construction area, which is not enclosed by a building or structure and includes fires in barrels and Fire Pits.

“Organic Materials” shall mean straw, sticks and tree brush.

“Permit” shall mean a permit for Open Air Burning, for which an application can be obtained from the Township Office.

“Recreational Burning” shall mean burning with the use of a recreational burning device.

“Recreational Burning Device” shall mean any commercially manufactured device for the purpose of containing a recreational fire, including but not limited to a chimenea.

“Residential Area” means any properties zoned for residential purposes in the Township Zoning By-law that includes the following zones: Rural Residential (RR), Village Residential Low Density (R1), Village Residential Medium Density (R2), Residential First Density Zone (R1), Residential Second Density Zone (R2), Residential Multiple One (RM1) in addition to residential uses in mixed use zones that includes Hamlet Mixed Use (C3), Residential Mixed Use One (RMU1), Residential Mixed Use Two (RMU2) and Residential Mixed Use Three (RMU3).

“Township” means the Corporation of the Township of Wellington North.

“Township Office” shall mean the Township of Wellington North Municipal Office located at 7940 Sideroad 7 West, KENILWORTH, ON.

2. Administration

- 2.1 This by-law shall be administered and enforced by the “By-law Enforcement Officer” as defined in this by-law.
- 2.2 A By-law Enforcement Officer under this By-Law has the power upon producing identification to enter upon and examine any yards or buildings, other than a dwelling, at any reasonable time or times and may be accompanied by such other person or persons, as they deem necessary to properly carry out their duties under this by-law.

- 2.3 Open Air Burning, with the exception of Barbeques, Cooking Fires and the use of recreational burning devices, shall not be permitted within the Residential Areas of the Township of Wellington North, as per the definition of Residential Area outlined in this by-law.
- 2.4 Any person wishing to engage in Open Air Burning outside of a Conservation Area and outside of a Residential Area for any purpose whatsoever, shall fill out the required **Application for a Permit for Setting Open Air Fires** (outlined in Schedule B of this by-law), obtained from the Township, prior to the setting of such fire, save and except when such burning meets the definition of a Cooking Fire, Barbeque or the use of a Recreational Burning Device. Permits are valid for 6 months from the date of application submission, which is the time period in which applicants are permitted to burn.

3. **Open Air Burning**

Any person who has obtained a Permit for Open Air Burning shall observe the following precautions and times during which fires may be set:

- 3.1 The fire must be under constant supervision and control of one adult from the time of lighting until it is completely extinguished.
- 3.2 Children under the age of 18 years are prohibited from lighting or igniting fires.
- 3.3 Fires shall only be lit or ignited after 7:00 a.m. (0700 hours) and shall be extinguished by 9:00 p.m. (2100 hours), unless an exemption is approved by the Fire Chief. In order to seek an exemption to this provision, persons must provide written request to the Fire Chief for his/her approval.
- 3.4 The fire shall not be planned, lit or ignited closer than 30 m (100 ft) from any building, structure, hedge, fence, road or overhead wire or obstruction of any nature, unless an exemption is approved by the Fire Chief. In order to seek an exemption to this provision, persons must provide written request to the Fire Chief for his/her approval.
- 3.5 There must be a space free and clear of combustible material and trees, shrubs and hedges around the perimeter of such fire of a radius of at least 7 m (25 ft).

- 3.6 The Fire Pit or Fire Pit Area will not exceed an area of 3 m x 3 m (10 ft x 10 ft).
- 3.7 The stacked height of materials to be made available to be burned will not exceed 2 m (6 ft) at any time.
- 3.8 Appropriate Extinguishing Agents will be on-hand at all times during the preparation of the fire, while the fire is underway, and until the fire is fully and completely extinguished.
- 3.9 Only the following materials may be burned: wood, organic materials and paper products. Under no circumstances are paint, solvent, rubber (e.g. tires), wire (including coating), plastics, asphalt, shingles, toxic chemicals (e.g. pesticides), or materials that violate the regulations of the Ministry of the Environment to be burned, ignited or added to the fire at any time.
- 3.10 The fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents. This shall include allowing smoke to enter into a neighboring residence or building.
- 3.11 Fires shall not be burned during periods of dry conditions or drought, as shall be specified from time to time by the Township's Fire Chief.

4. Cooking Fires

Cooking Fires are permitted within Residential Areas in the Township and a Permit for Open Air Burning is not required for a Cooking Fire, provided that the following regulations are complied with:

- 4.1 The Cooking Fire must be under constant supervision and control of one adult from the time of lighting until it is completely extinguished.
- 4.2 Children under the age of 18 years are prohibited from lighting or igniting Cooking Fires.
- 4.3 A Cooking Fire shall only be lit or ignited after 7:00 a.m. (0700 hours) and shall be extinguished by 11:00 p.m. (2300 hours).

- 4.4 A Cooking Fire shall be a minimum of 3 m (10 ft) from any opening or combustible material.
- 4.5 There must be a space free and clear of combustible material and trees, shrubs and hedges around the perimeter of such Cooking Fire of a radius of at least 7 m (25 ft).
- 4.6 The stacked height of materials to be made available to be burned in a Cooking Fire will not exceed 2 m (6 ft) at any time.
- 4.7 Appropriate Extinguishing Agents will be on-hand at all times during the preparation of the Cooking Fire, while the fire is underway, and until the fire is fully and completely extinguished.
- 4.8 Only the following materials may be burned: wood, organic materials and paper products. Under no circumstances are paint, solvent, rubber (e.g. tires) wire (including coating), plastics, asphalt, shingles, toxic chemicals (e.g. pesticides) or materials that violate the regulations of the Ministry of the Environment to be burned, ignited or added to the fire at any time.
- 4.9 The Cooking Fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents.
- 4.10 Cooking Fires shall not be burned during periods of dry conditions or drought, as shall be specified from time to time by the Township's Fire Chief.

5. Barbeques

Barbeques are permitted within Residential Areas in the Township and a Permit for Open Air Burning is not required for a Barbeque, provided that the following regulations are complied with:

- 5.1 The Barbeque shall be supervised at all times.
- 5.2 The fuel used is a commercially produced charcoal or briquette, or a flammable liquid commercially produced for the purpose of cooking, such as natural gas or propane gas.

- 5.3 No person shall light, ignite or start, or permit to be lighted, ignited or started, a fire in a grill, barbeque on a balcony of any building containing two (2) or more dwelling units.

6. Recreational Burning Device – Recreational Burning

- 6.1 A Permit is not required for Recreational Burning with the use of a Recreational Burning Device within Residential Areas in the Township or pits specifically designed for Recreational Burning, provided that each of the following regulations are complied with:
- a) Recreational Burning may only be conducted between the hours of 10:00 a.m. and 11:00 p.m.; unless an exemption is approved by the Fire Chief. In order to seek an exemption to this provision, persons must provide written request to the Fire Chief for his/her approval.
 - b) Recreational Burning shall be confined to Recreational Burning Devices. When in use, the Recreational Burning Device shall be covered with a grill or a metal screen having a mesh size no larger than 2.5 cm (1 inch), which is positioned in such a manner as to prevent the escape of combustible materials including ash;
 - c) No more than 21 cm (8 inches) of the containment area shall be above grade with a maximum depth of 42 cm (16 inches);
 - d) No materials other than commercially produced charcoal, briquettes or clean, dry seasoned wood, not including pressure treated wood or creosote treated wood, may be burned;
 - e) The dimensions of the wood being burned shall not be greater than the size of the Recreational Burning Device and shall be totally confined within the Recreational Burning Device at all times;
 - f) Recreational Burning Devices shall be confined to a location that provides for a minimum distance of 3 m (10 ft) in all directions from adjacent properties;
 - g) Recreational Burning Devices shall be confined to an area that is a minimum of 3 m (10 ft) from combustible structures or objects;
 - h) An Appropriate Extinguishing Agent shall be immediately available for use;

- i) Recreational Burning within Recreational Burning Devices shall be attended, controlled and supervised at all times and shall be completely extinguished before the Recreational Burning site is vacated;
- j) Recreational Burning Devices are not permitted for use when the wind speed exceeds 10 km per hours, or during rainy or foggy weather, or at times when a smog alert has been issued by the Ministry of the Environment for Ontario;
- k) Any other steps shall be taken as may be reasonably necessary to prevent the fire from getting beyond control or causing damage or becoming danger to life and/or property;
- l) Should the Fire Department be dispatched to a complaint regarding public safety due to fire hazard, the Fire Department will have the discretion to determine compliance with this section of the by-law and this discretion shall be final.
- m) Chimeneas are permitted providing they are placed on a non-flammable surface
- n) Chimeneas must be placed a minimum of 3 m (10 ft.) from any structure.

7. Burn Barrels

- 7.1 The use of Burn Barrels shall not be permitted within Residential Areas of the Township.
- 7.2 Burn Barrels shall only be permitted for use in the instances of a strike or lock-out.
- 7.3 Properties zoned for Agricultural Uses, or farmland, shall be exempt from the provisions of Section 7.2 of this by-law.
- 7.4 A Permit for Open Air Burning shall not be required for Burn Barrels, provided that each of the following conditions are complied with:
 - a) A Burn Barrel must be a metal barrel in sound condition no larger than a 170 L (45 gallon) drum with a heavy duty screen with mesh size not greater than 7 mm (0.2 inches x 0.2 inches) over the top to prevent debris from flying out of the barrel;

- b) Vent holes must be punched in the side for ventilation, and drainage holes in the bottom with the adequate clearance from surrounding vegetation or structures;
- c) Wood used within burn barrels shall be no longer than .46 m (18 inches);
- d) Flames from burn barrels may not extend over the top of the barrel.

8. Offence

- 8.1 Any person who lights or ignites a fire in the open air, or allows or causes a fire to be lit in the open air is in violation of this by-law, or fails to comply with an order given under Section 8.3 herein, shall, in addition to any applicable fine, pay the fee for the emergency service in accordance with the Township's Fees and Charges By-law for Fire Department Services and Rescue Operations, as established by by-law from time to time.
- 8.2 Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a fine as provided for in the *Provincial Offences Act, R.S.O. 1990, c.P. 33*.
- 8.3 The "By-law Enforcement Officer" as defined in this by-law is authorized to order any person to extinguish any fire when there is a breach of any of the provisions of this By-law or where, in their opinion, there is a danger of such fire spreading or otherwise endangering life or property.

9. Exceptions/Exemptions

- 9.1 The Fire Department shall be exempt from the provisions of this by-law for the purposes of educating and training.
- 9.2 In order to seek an exemption to provisions within this by-law, persons must provide written request to the Fire Chief for his/her approval.

10. Prohibitions

10.1 The Fire Chief may, in its absolute discretion, declare a complete prohibition against outdoor burning when the atmospheric conditions or local circumstances make such fires hazardous, which shall apply to Open Air Burning, Cooking Fires and Open Air Burning Devices. This prohibition shall not apply to Barbeques.

11. General Provisions

11.1 This by-law shall come into force upon the date of its passing and will thereupon repeal Township of Wellington North By-law Number 73-11.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 11TH DAY OF JUNE, 2012.**

**RAYMOND TOUT,
MAYOR**

**LORRAINE HEINBUCH
CHIEF ADMINISTRATIVE OFFICER/CLERK**

Schedule A of By-law Number 38-12

Township of Wellington North

PART I Provincial Offences Act

By-law No. 38-12

a by-law to regulate the setting of open air fires.

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Offence Creating Provision	COLUMN 3 Set Fine (includes cost)
1	Set fire without permission.	Section 2.4	\$130.00
2	Fail to maintain constant supervision of fire.	Section 3.1	\$130.00
3	Permit Open Air Burning outside of permitted times	Section 3.3	\$130.00
4	Burn fire within 30 m (100 ft) of structure.	Section 3.4	\$130.00
5	Allow combustible material within 7 m (25 ft) of fire.	Section 3.5	\$130.00
6	Fail to keep Extinguishing agents on hand at all times during a fire.	Section 3.8	\$130.00
7	Burn paint, rubber, wire, plastics, asphalt, shingles or other materials.	Section 3.9	\$230.00
8	Burn fire which causes discomfort, danger, irritation or nuisance to residents.	Section 3.10	\$130.00
9	Burn fire in dry or drought conditions.	Section 3.11	\$230.00
10	Fail to maintain constant supervision of Cooking Fire.	Section 4.1	\$130.00
11	Permit Cooking Fire outside of permitted times.	Section 4.3	\$130.00
12	Permit Cooking Fire within 3 m (10 ft) of an opening or combustible material.	Section 4.4	\$130.00
13	Permit a Cooking Fire within 7 m (25 ft) of trees, shrubs or hedges.	Section 4.5	\$130.00

Schedule A of By-law Number 38-12

Township of Wellington North

PART I Provincial Offences Act

By-law No. 38-12

a by-law to regulate the setting of open air fires.

(continued)

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Offence Creating Provision	COLUMN 3 Set Fine (includes cost)
14	Fail to keep Extinguishing agents on hand at all times during a Cooking Fire.	Section 4.7	\$130.00
15	Burn Cooking Fire in dry or drought conditions.	Section 4.10	\$130.00
16	Permit fire in a grill or barbeque on a balcony of building with two or more dwelling units.	Section 5.3	\$130.00
17	Conduct Open Air Burning outside of permitted times.	Section 6.1 (a)	\$130.00
18	Permit Open Air Burning Device within 3 m (10 ft) of adjacent property.	Section 6.1 (f)	\$130.00
19	Permit Open Air Burning Device within 3 m (10 ft) of a structure.	Section 6.1 (g)	\$130.00
20	Fail to maintain constant supervision of Open Air Burning Device.	Section 6.1 (i)	\$130.00
21	Operate Chimenea on flammable surface.	Section 6.1 (m)	\$130.00
22	Operate Chimenea within 3 m (10 ft) from a structure.	Section 6.1 (n)	\$130.00
23	Permit Burn Barrel to be used in residential area.	Section 7.1	\$130.00

NOTE: the general penalty provision for the offences listed above is section 61 of the *Provincial Offences Act, R.S.O. 1990, c.P.33*



Township of Wellington North

APPLICATION FOR A PERMIT FOR SETTING OPEN AIR FIRES

Name of Applicant: _____

Address of Applicant: _____

Phone Number: _____ Email: _____

EXACT LOCATION WHERE BURNING WILL TAKE PLACE (Green Sign #):

DATES IN WHICH BURNING WILL TAKE PLACE:

NOTE:
 An approved applicant is valid for six months
 The applicant must be the registered owner of the property or agent authorized in writing.
 Applicants are required to fill out one application form per property.
 Approval is subject to prohibition against outdoor burning when the atmospheric conditions or local circumstances make such fires hazardous.
 A permit will not be issued for a property that does not have a posted 911 Number.

I, the undersigned, as an applicant for setting open air fires in the Township of Wellington North, agree to the following terms, set out in By-law Number 38-12:

- The fire must be under constant supervision and control of one adult from the time of lighting until it is completely extinguished.
- Children under the age of 18 years are prohibited from lighting or igniting fires.
- Fires shall only be lit or ignited after 7:00 a.m. (0700 hours) and shall be extinguished by 9:00 p.m. (2100 hours).
- The fire must not be planned, lit or ignited closer than 30m (100 ft) from any building, structure, hedge, fence, road or overhead wire or obstruction of any nature.
- There must be a space free and clear of combustible material and trees, shrubs and hedges around the perimeter of such fire of a radius of at least 7 m (25 ft).

- The Fire Pit or Fire Pit Area will not exceed an area of 3 m x 3 m (10 ft x 10 ft)
- The stacked height of materials to be made available to be burned will not exceed 2 m (6 ft) at any time.
- Appropriate Extinguishing Agents will be on-hand at all times during the preparation of the fire, while the fire is underway, and until the fire is fully and completely extinguished.
- Only the following materials may be burned: wood, organic materials and paper products. Under no circumstances are paint, solvent, rubber (e.g. tires) wire (including coating), plastics, asphalt, shingles, toxic chemicals (e.g. pesticides) or materials that violate the regulations of the Ministry of the Environment to be burned, ignited or added to the fire at any time.
- The fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents.
- Fires shall not be burned during periods of dry conditions or drought, as shall be specified from time to time by the Township's Fire Chiefs.

By signing below, I am hereby indicating that I have read the terms of the Application for Setting Open Air Fires, as set out in By-law Number 38-12 (attached to this application) and I agree to these terms:

Signature of Applicant

Date

OFFICE USE ONLY	
Application Received by: _____	
Date Received: _____	
<input type="checkbox"/> Copy of Application Faxed to Arthur Fire Station at:	(519) 848-6656
<input type="checkbox"/> Copy of Application Faxed to Mount Forest Fire Station at:	(519) 323-0412
NOTES:	

ARTHUR FIRE STATION PHONE # 519-848-3500 CHIEF JIM MORRISON
MOUNT FOREST STATION PHONE # 519-323-1441 CHIEF RON MACEACHERN

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

BY-LAW NUMBER 39-12

**BEING A BY-LAW TO AMEND BY-LAW NUMBER 37-10 BEING A
BY-LAW TO PROVIDE FOR THE APPROVAL OF A MUNICIPAL
EMERGENCY RESPONSE PLAN**

WHEREAS, the Province of Ontario has passed the Emergency Management Act and Civil Protection Act, R.S.O., 1990, as amended;

AND WHEREAS, every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan;

AND WHEREAS, the Council of a County may with the consent of the councils of the municipalities situated within the county co-ordinate and assist in the formulation of their emergency plans and amendments thereto;

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

1. THAT Amendment 1 to the Emergency Response Plan for the Township of Wellington North attached hereto as Schedule "A" is hereby adopted.
2. THAT this By-law shall come into full force and effect on the day of passing.

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 11TH DAY OF JUNE, 2012.***

**RAYMOND TOUT
MAYOR**

**LORRAINE HEINBUCH
CHIEF ADMINISTRATIVE OFFICER/CLERK**

SCHEDULE "A"
TO BY-LAW NUMBER 39-12

Amendment 1 to the 2010 Emergency Response Plan

The Emergency Response Plan for the County of Wellington and member Municipalities is to be amended as follows:

1. That Section 5.3 item iii) is amended by the addition of the following at the end of the second sentence

"In cases where Health emergencies overwhelm the health care system of an affected community or region and it finds it does not have the capacity to respond effectively to the health emergency, the Emergency Medical Assistance Team (EMAT) may be requested to help through the Ministry of Health and Long-Term Care's Emergency Management Branch.

The EMAT is a mobile medical field unit that can be deployed anywhere in Ontario with road access to provide:

- **Patient isolation in the case of an infectious diseases outbreak;**
- **Medical support and decontamination in the case of a chemical, biological or radiological incident; and**
- **Case management and triage of patients in a mass casualties situation"**

2. That subsection 6.2.8 item vii) is amended by deleting the words **"through the Ministry's Public Health Call Centre"**.

3. That subsection 6.2.11 item i) through viii) are deleted and replaced as follows:

"i) Upon notification from a member Municipal Emergency Control Group (MECG) that a shelter or reception centre is in the process of being set up, will report to the member Municipal Emergency Operation Centre to provide advice and guidance with respect to the overall management of the shelter. The Social Services Administrator or alternate may take on the role of Shelter Manager at the request of the Head of Council or alternatively may appoint a staff person to this role.

- i) **Will implement the Memorandum of Agreement with Red Cross as required.**

- ii) In consultation with the MECG, select identified facilities to be used in the emergency response as reception centres or shelters.
 - iii) Liaise with partner agencies such as Public Health, Red Cross, St. John Ambulance, Salvation Army, Victim Services and Service Groups to set up, manage and disassemble the evacuation facilities.
 - iv) Activate mutual assistance agreements with partner agencies and various service and supply agreements as needed.
 - v) Maintain a log of all expenditures, invoices, etc. and submit to the Administration and Finance Chief.
 - vi) Chair or appoint a manager to chair the Human Needs Recovery sub-committee and ensure responsibilities outlined in Section 11.2 are completed as required by the recovery plan.
 - vii) Liaise with Guelph Wellington Volunteer Centre and 211 and through the implementation of the communication plan, ensure residents are made aware that 211 is a quick and effective means to access personnel assistance.
 - viii) Maintain a log of all actions taken.”
4. That subsection 6.2.14.4 items i) through viii) are deleted and replaced with the following:
- i) “Is a member of the Logistics Section of IMS.
 - ii) Consult with Social Services and partner agencies to coordinate outreach and counselling services to those affected by the emergency.
 - iii) Assist Social Services with arrangements for appropriate counselling services at evacuation centres, as required.
 - iv) Assist with the set up and staffing of the volunteer registration centre
 - v) Arrange for the tracking of volunteers.
 - v) Implement Emergency HR Policies
 - vi) Assist as required with deployment of staff to areas utilizing staff skills inventory.
 - vii) Maintain a log of actions taken.”
5. Delete Section 6.2.15.4 and 6.2.15.5 in their entirety and replace with the following
- “6.2.15.4 Conservation Authorities:**
Conservation Authorities are responsible for:

- i) **Monitoring watershed conditions and preparing forecasts for potential flooding.**
- ii) **Issue flood messages as required. These messages may be issued at any time of the year and may be as follows:**

“Water Conditions Statement:

Water Safety Statements are issued to make the public aware that rising water levels, melting ice, unsafe banks in and along rivers and streams could make them unsafe for recreational users. Flooding is not expected with this statement.

Flood Outlook Statement provides an early notice of that flooding is possible based on current weather forecasts.

Flood Watch

A Flood Watch message provides an early warning that flooding is likely to occur along specified watercourses or throughout a municipality. The public, municipal officials and emergency services in these areas should be prepared to implement their emergency response plans.

Flood Warning

A Flood Warning is issued when flooding will happen or is happening along specified watercourses or throughout a municipality. These messages may state the amount of flooding that is expected and many include specific actions to be taken by the public, municipal officials and emergency services such as closing roads and evacuations.

The Grand River Conservation Authority and the Townships of Centre Wellington and Guelph/Eramosa have prepared Emergency Response Plans for the Shand and Guelph Dams. These individual plans detail the roles and responsibilities of the Grand River Conservation Authority, the Townships and other key agencies in the extreme event that there is an emergency situation at the Dams.

The Town of Minto has a flood emergency response plan for Harriston. The Township of Mapleton has a flood emergency response plan for Drayton. Specific roles and responsibilities relating to a flood emergency are outlined in these plans.”

6. That Section 7 is amended by adding an “**Accessibility**” box under Human Resources in the Administration and Finance Section of the IMS Structure.
7. That Section 8.1 is amended by deleting the second paragraph in its entirety.
8. That the following is added after the first sentence in the third paragraph of Section 8.1.

“For the most part, emergency response services/agencies depend upon their own stand alone radio systems to communicate. In certain situations, however, such as large scale municipal emergency, the ability to communicate effectively and efficiently with each other is vital. The ability for all emergency response personnel both on and off site to talk and understand each other effectively using existing technology is interoperability.”

9. That the second sentence in the third paragraph of Section 8.1 is deleted in its entirety.
10. That the following is added after the second sentence in the third paragraph of Section 8.1.

“The interoperability vision for Guelph and Wellington is that public agencies will be able to communicate and exchange information across disciplines and jurisdictions on demand, in real time, when needed and as authorized.”

11. That Subsection 8.2.6 is amended by adding the following to the end of the first sentence “**in an accessible format where possible or upon request.**”
12. That Section 9.1 is amended by adding a fourth bullet as follows:

- **“Community Service Groups/Clubs/Organizations”**

Add the words “**local community service groups, clubs or organizations or**” before “**non-government**” in the first sentence of the first paragraph, and remove the words “**based upon the services required and the number of volunteers that may be available**” at the end of the first sentence.

13. That Section 9.2 is amended by deleting the first paragraph and replacing it with the following:

“All emergency volunteers will register with the municipality, unless the volunteer is associated with a community service group/club/organization or non-governmental agency in which case they will register with their parent organization who will keep appropriate documentation. Requesting the services of these groups will be a decision of Command based upon the recommendations of the MECG. The Section Chiefs and or supervisors may be delegated authority to mobilize and work with such groups or the CEMC as the Liaison Officer may be involved with such requests.”

14. That Section 10.1 is renumbered 10.2 and a new 10.1 is added as follows:

“10.1 Host Community Evacuations:

Emergency Management Ontario (EMO) is, through an agreement with Aboriginal Affairs and Northern Development Canada, responsible for emergency preparedness and response services to Aboriginal communities in Ontario. As part of the agreement and when necessary, EMO provides personnel to support Aboriginal communities response activities. In some instances, municipalities may be requested on an ad hoc basis to provide assistance to these provincial response activities, including the sheltering evacuees.

Municipalities who agree to accept evacuees are referred to as Host Communities. They are responsible for preparing appropriate accommodations and ensuring the basic needs of the evacuees on a temporary basis.

In Wellington, member municipalities may be asked to act as a host community, particularly during the annual flood and forest fire activity season in Northern Ontario. The decision to act as a host community is that of a member municipal Council in consultation with the County of Wellington.”

15. That renumbered 10.2 is amended by deleting the first bullet in item iii) and further amended by replacing the word **“grocery”** with **“food”** in the second bullet.

16. That subsection 11.2 is amended by adding the following new items ii) and iii) and renumbering the remaining items accordingly.

“ii) Working with the Emergency Information Officer ensure that information is made available to the public regarding the services of 211 and encourage residents to contact this number as a quick and effective means to access personal assistance.

iii) **Liaise with 211 call centre in Niagara to ask for their help with tracking residents' request for assistance."**

17. That subsection 11.4.1 is amended by adding the following to the end of the fifth paragraph:

"Any resolution should indicate whether the municipality is seeking assistance for public costs, private costs or both. If two or more municipalities have been affected by the same disaster, one disaster area may be declared to cover all of the affected area. Each council from the municipalities affected, however, must adopt their own council resolution requesting the disaster area declaration.

In the same manner, the County of Wellington Council would have to pass a resolution requesting the declaration of a disaster for the purposes of the programme if it is seeking assistance for upper tier public costs.

A municipal resolution requesting a disaster declaration should be sent to the Minister of Municipal Affairs and Housing with a copy to Ministry's Western Municipal Services Office within 14 working days of the onset of the event."

EXPLANATORY NOTE TO SCHEDULE "A"
BY-LAW NUMBER 39-12

Some of the proposed amendments are considered housekeeping changes to the plan; others are being proposed as a result of the Sandy Lake Evacuation Response After Action Report and discussions with the various response partners.

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

BY-LAW NUMBER 40-12

**BEING A BY-LAW TO DESIGNATE CERTAIN LANDS TO BE NOT
SUBJECT TO PART LOT CONTROL PURSUANT TO SECTION 50
(7) OF THE PLANNING ACT, R.S.O., 1990, AS AMENDED. (Lot 1
and Lot 6, RP 61M-168 – Coffey)**

AUTHORITY: Planning Act, R.S.O., 1990, as amended, Section 50.

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it desirable to exempt land from the provisions of Part Lot Control under Section 50 of the Planning Act, R.S.O., 1990 as amended. The land to be exempt is described in Schedule "A" of this By-law.

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

1. **THAT** the provisions of Section 50 (5) of the Planning Act, R.S.O., 1990, as amended shall not apply to the land described in Schedule "A" attached hereto and forming part of this By-law.
2. **THAT** this By-law shall not come into force and effect until:
 - a) the by-law has been given final approval by the County of Wellington as provided for in Section 50 (7.1) of the said Act;
 - b) the by-law as finally approved has been registered in the local Land Registry / Land Titles Office (Wellington No. 61).
3. **THAT** pursuant to Section 50 (7.3) of the said Act, the provisions of this By-law shall be deemed to be expired upon the date of twelve months from the day of final approval of this By-law by the County of Wellington.
4. **THAT** following the approval of this By-law by the County of Wellington, the Clerk of the Municipality shall register a copy of the By-law in the Land Registry Office for the Registry Division of Wellington.

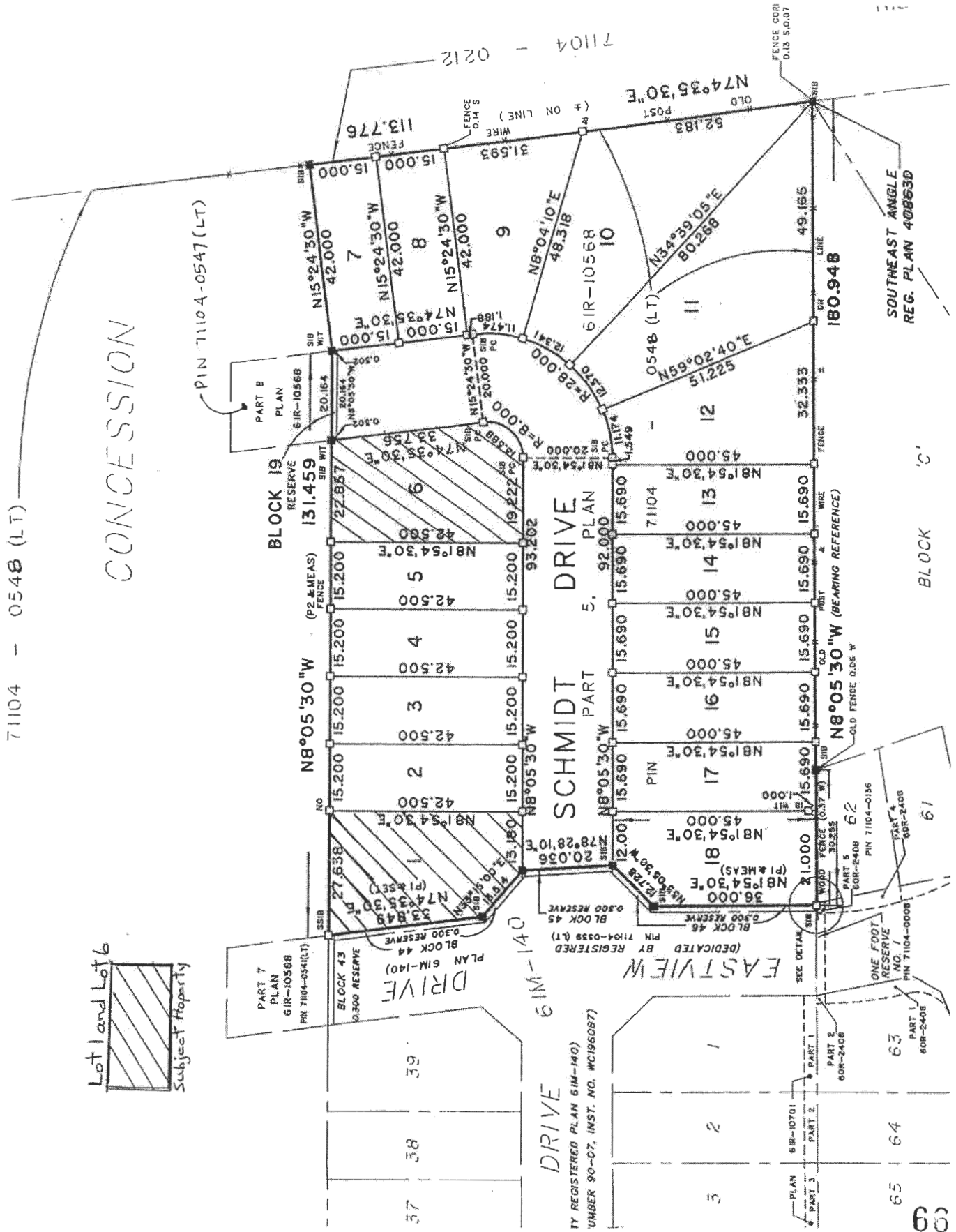
5. **THAT** should the Township of Wellington North amend the by-law, a copy of the amended by-law shall be forwarded to the County of Wellington for its records.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 11TH DAY OF JUNE, 2012.**

**RAYMOND TOUT
MAYOR**

**LORRAINE HEINBUCH
CHIEF ADMINISTRATIVE OFFICER/CLERK**

THE CORPORATION OF
THE TOWNSHIP OF WELLINGTON NORTH
BY-LAW NUMBER 40-12
SCHEDULE "A"



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

BY-LAW NUMBER 41-12

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 JUNE 11, 2012.

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 June 11, 2012 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 11TH DAY OF JUNE, 2012.**

**RAYMOND TOUT
MAYOR**

**LORRAINE HEINBUCH
CHIEF ADMINISTRATIVE OFFICER/CLERK**

MEETINGS, NOTICES, ANNOUNCEMENTS

Wednesday, June 13, 2012	Building/Property Committee	9:00 a.m.
Wednesday, June 13, 2012	Economic Development Committee Joint Meeting	6:00 p.m.
Monday, June 18, 2012	Finance Committee	7:00 p.m.
Tuesday, June 19, 2012	Water & Sewer Committee	8:30 a.m.
Tuesday, June 19, 2012	Works Committee	Following Water & Sewer
Monday, June 25, 2012	Regular Council	7:00 p.m.
Tuesday, June 26, 2012	Fire Committee	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 – 1-800-668-5815

Documents in alternate forms – CNIB – 1-866-797-1312