



Township of Wellington North

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

Regular Meeting of Council

Monday, November 21, 2011

Following Public Meeting

Municipal Office Council Chambers, Kenilworth

AGENDA

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<p><u>CONFIRMING BY-LAW NO. 86-11, 2011 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL</u></p> <p><u>ADJOURNMENT</u></p> <p>Lorraine Heinbuch, C.A.O./Clerk</p>	88

TOWNSHIP OF WELLINGTON NORTH

PUBLIC MEETING - MINUTES

Monday, November 7, 2011

The Public Meeting was held Monday, November 7, 2011 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: Mark Van Patter

Mayor Tout called the meeting to order.

Declaration of Pecuniary Interest:

None declared.

Owner: Danny Clark and Donna Clark

THE LOCATION OF THE SUBJECT LAND is described as Part of Lot 15, Concession 4 (Former Township of West Luther) and is municipally known as 8702 Sideroad 15.

THE PURPOSE AND EFFECT of the amendment is to rezone the property from Extractive Industrial (EI) to Agricultural (A) and Natural Environment (NE). This parcel is a former gravel pit, which has been rehabilitated and has had the license surrendered back to the Ministry of Natural Resources. The NE zone is to recognize an existing wetland on the property.

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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 this public meeting was sent to property owners within 120m and required agencies and posted on the property on October 17, 2011.
2. Presentations by:

Linda Redmond, Planner, reviewed the comments provided by Mark Van Patter, Senior Planner, dated November 2, 2011

The Planning Department had no concerns with the proposal to amend the zoning of the property from Extractive Industrial (EI) to Agriculture (A) and Natural Environment (NE). The former gravel pit has been rehabilitated and the pit license surrendered. This would allow the property to have a dwelling constructed on it. The GRCA has indicated that the existing wetland on the property should be placed in a NE zone.

The location of the subject land is described as Part of Lot 15, Concession 4 (Former Township of West Luther) and is municipally known as 8702 Side Road 15. The property is approximately 36 acres in area.

The purpose is to rezone the property from Extractive Industrial (EI) to Agricultural (A).

Under the Wellington County Official Plan the land is designated Prime Agricultural, with a Mineral Aggregate Area overlay designation.

The land is zoned Extractive Industrial (EI) under the Wellington North Zoning By-law.

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This is a straight-forward application. A residential dwelling is not permitted in the EI zone so the Clark's need to return the zoning to the Agricultural zone, where a dwelling would be allowed. A September 26 letter from the Ministry of Natural Resources to the Clarks indicates that the gravel pit has been rehabilitated and that the license has been surrendered.

An October 21 letter from the Grand River Conservation Authority indicates that a wetland is present in the northeast corner of the property and that it should be rezoned to Natural Environment.

3. Review of Correspondence received by the Township:
 - Liz Yerex, Resource Planner, GRCA
 - No objection

4. 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.

5. Mayor Tout opened the floor for any questions/comments.

The Owner was present to answer any questions

6. Comments/questions from Council.

None.

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Owners/Applicants: Noah Martin and Verna Martin

THE LOCATION being rezoned is in Part of Lot 18, Concession 10, RP 61R9990; Part 1, with a civic address of 7044 Sideroad 7 West. The property is approximately 1.86 hectares (4.59 Acres) in size and occupied by a residence.

THE PURPOSE AND EFFECT of the amendment is to rezone the subject lands to allow a combination accessory structure and hobby barn of 371.6 sq. m. (4000 sq.ft) on the subject lands.

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.

7. Notice for this public meeting was sent to property owners within 120m and required agencies and posted on the property on October 17th, 2011.

8. Amended Site Plan, submitted by Applicant.

9. Presentations by:

Linda Redmond, Planner, reviewed her comments dated November 2, 2011.

The zoning amendment would allow an oversized accessory structure on a rural residential lot and provide for a reduced setback to the Natural Environment (NE) zone for a hobby barn. The by-law will regulate the size and use of the structure including any future structures on the property.

The Maitland Valley Conservation Authority (MVCA) has conducted a site visit of the subject property and has no objection to the proposal provided certain conditions are imposed.

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Council should be satisfied that the application would maintain the general intent and purpose of the Official Plan and Zoning By-law and further that the proposed use of the structure will be for personal storage only and not for commercial or residential purposes except as permitted and regulated under the home industry criteria as outlined in section 6.14.

The subject land is legally described as Part of Lot 18, Concession 10, RP 61R9990; Part 1, with a civic address of 7044 Sideroad 7 West. The property is approximately 1.86 hectares (4.59 Acres) in size and occupied by a residence.

The purpose of the amendment is to rezone the subject lands to allow a combination accessory structure and hobby barn of 371.6 sq.m. (4000 sq.ft) on the subject lands. The hobby barn will consist of approximately 51.9 sq.m (559 sq.ft.) and the accessory structure will have a floor area of 319.6 sq.m (3441 sq.ft.).

The subject lands are designated PRIME AGRICULTURE under the Wellington County Official Plan. Section 6.4.3 of the Prime Agricultural Areas land use policies permits single detached homes. The proposed building is permitted as accessory to the residential use.

Under the Zoning By-law the subject lands are zoned Agricultural (A) and Natural Environment (NE). The property is approximately 1.86 hectares (4.59 Acres) in area, the applicants are proposing to construct an accessory structure and hobby barn of 371.6 sq.m. (4000 sq.ft.) Under the current zoning provisions, the property would be permitted an accessory structure of 92.9 sq.m. (1000 sq.ft.) and a hobby barn of 51.9 sq.m (559 sq.ft.) The applicants have indicated that they have four horses. The remaining floor area of the building (3441 sq.ft.) would be used as an accessory storage area. The applicants have indicated that the large accessory structure is required in order to store personal vehicles, lawn and garden equipment as well as excavation equipment.

The accessory structure/hobby barn is located adjacent to the Natural Environment (NE) zone on the property. The applicants had met with the Maitland Valley Conservation Authority (MVCA) on site to determine a location for the structure that would not have a negative impact on the natural features. As a result the structure was relocated marginally to ensure it is located outside of the NE zone. The Township relies on the discretion of the Conservation Authorities in determining the location of natural features as stated in Section 2.6:

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The Natural Environment (NE) zone boundaries identified on the schedules to this By-law are intended to generally identify the location of potentially hazardous environmental features. During review of development applications and building permit applications, if necessary, the boundaries of the NE zone shall be more precisely determined in consultation with the Conservation Authority or other agencies having jurisdiction in the area. Where detailed resource mapping and/or site inspection results in a re-interpretation of the limits of the NE zone boundary, all requirements of this by-law shall be reviewed relative to the revised interpretation of the NE Zone boundary, including any applicable setbacks.

The MVCA has supported the new location of the accessory structure with the following conditions:

1. The shed is constructed outside the drip line of the forest edge.
2. Existing vegetation within the treeline is not disturbed during the construction.
3. The natural features will not be disturbed post development
4. The shed be located outside the NE zone and a new site plan be submitted to illustrate the new location.

The by-law requires, under Section 6.20.1b), that all accessory buildings/structures have a minimum 3m (9.8 ft) setback from the NE zone boundary. Additionally under Section 8.3.2d) a hobby barn is required to be setback a distance of 30m (98.4 ft). Based on aerial mapping (figure 2) and the applicants sketch we have determined that the closest point of the proposed structure to the NE boundary is approximately 6m (20 ft.).

Based on this the draft by-law will address the oversized structure and the reduced setback to the NE zone for a hobby barn.

This application was originally submitted as a minor variance and was before the Committee of Adjustment in September, 2011. At that time staff had raised concerns regarding the size and use of the proposed structure and the application was deferred to allow staff to obtain more information. Since then we have had an opportunity to discuss the use of the structure with the applicant and have been advised of the following:

- The applicants currently live on 100 acre parcel and are relocating to this smaller parcel.

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- Mr. Martin currently owns a bulldozer and backhoe and works for a concrete contractor (Oscar Brubacher). He does not own a contracting business and has no intention of starting a business at this location.
- Would be using accessory structure for storage of equipment (backhoe and bulldozer) and personal use.

Mr. Martin has four horses and would require a barn also. We discussed utilizing a portion of the building for this purpose which would reduce the floor area being used for the accessory structure.

Given the size of the proposed accessory structure staff felt that the request could not be considered minor and would have to be reviewed as a zone amendment. Furthermore, staff determined that a zone amendment would provide tighter controls in terms of the use of the structure that a variance may not.

10. Review of Correspondence received by the Township:
 - Brandi Walter, Environmental Planner, MVCA
 - No objection, subject to recommended conditions
 - Terrance Rothwell, Rothwell Family Farm & Apple Orchard, Wagram Corp.
 - Concerns
11. 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.
12. Mayor opens floor for any questions/comments.

Applicant was present to answer questions regarding this application.

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13. Comments/questions from Council.

Councillor Lennox expressed his concerns with the size of the building and the precedent it could set. He stated that he would have a hard time supporting the application.

Councillor Goetz inquired what size of building Mr. Martin currently uses. Mr. Martin provided that the equipment is stored in a 36 X 34 shed plus there are other buildings (a barn and shed) on the property he currently lives at.

Mayor Tout inquired why Mr. Martin wants to move to this property and if he could build a smaller building that would still meet his needs. Mr. Martin wants to move to this property to be closer to Mr. Brubacher for work purposes. He can't move there now because there is only a house on the property. He needs to build before they can move. Mr. Martin would like to build a 4,000 sq. ft. building; but, could make a 3,400 sq. ft. building work for his needs.

Councillor Yake asked about the concerns raised by Mr. Rothwell.

Mr. Rothwell felt most of his questions had been answered. The lack of information on the notice prompted most of his questions. The Rothwell's would support the application in principle as long as there are restrictions, particularly for subsequent owners. There have been situations like this before. Rezoning or redesignation is granted and then the use deviates afterwards. It is almost up to other property owners to report the deviation. Do property standards and building officials enforce the zoning? Does the Township have the ability to enforce the zoning?

Mayor Tout responded that if the Property Standards and Building Officials were to act on something of this nature it would most likely come in as a complaint.

Ms. Redmond explained that if a use was legal non-conforming at the time of the passing of the by-law then it is considered legal. The Building Official can enforce the return to the former use if it has changed.

Mr. Rothwell stated that he spoke with Mr. Bennett and if he has no objection to the rezoning then they are okay with it too.

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14. Adjournment 7:10 p.m.

C.A.O./CLERK

MAYOR

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, November 7, 2011

Following Public Meeting (7:45 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
Treasurer: John Jeffery

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 Yake
Seconded by: Councillor Lennox

THAT the Agenda for the November 7, 2011 Regular Meeting of Council be accepted and passed with the following addition:

STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

Water & Sewer Committee Special Meeting held Wednesday Nov. 2, 2011 regarding Arthur Waste Water Treatment Plant and Ministry of Environment. Further information provided by Christine Furlong, Triton Engineering.

Resolution Number: 1

Carried

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THE CORPORATION OF THE
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D. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None declared.

E. MINUTES

1. Public Meeting, October 17, 2011
2. Regular Meeting of Council, October 17, 2011

Moved by: Councillor Lennox

Seconded by: Councillor Yake

THAT the minutes of the Public Meeting and the Regular Meeting of Council held on October 17, 2011 be adopted as circulated.

Resolution Number: 2

Carried

F. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

1. Building/Property Committee
- Minutes, October 12, 2011

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 October 12, 2011.

Resolution Number: 3

Carried

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

REGULAR MEETING OF COUNCIL

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

2. Water/Sewer Committee
- Minutes, October 25, 2011

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Water/Sewer Committee meeting held on October 25, 2011.

Resolution Number: 4

Carried

- Water & Sewer Committee Special Meeting held Wednesday Nov. 2, 2011 regarding Arthur Waste Water Treatment Plant and Ministry of Environment. Further information provided by Christine Furlong, Triton Engineering.

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT Council of the Township of Wellington North direct Barry Trood, Director of Public Works to set up a meeting with the Ministry of Environment, Triton Engineering, Grand River Conservation Authority, Water/Sewer Foreman and Director of Public Works regarding the "Conestoga River Assimilation Capacity Study for the Arthur Waste Water Treatment Plant Discharge" prepared by Triton Engineering.

Resolution Number: 5

Carried

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

REGULAR MEETING OF COUNCIL

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

3. Works Committee
- Minutes, October 25, 2011

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Works Committee meeting held on October 25, 2011.

Resolution Number: 6 **Carried**

4. Economic Development Committee
- Minutes, October 9, 2011

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 Economic Development Committee meeting held on October 19, 2011.

Resolution Number: 7 **Carried**

5. Fire Committee
- Minutes, October 18, 2011

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 October 18, 2011.

Resolution Number: 8 **Carried**

THE CORPORATION OF THE
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REGULAR MEETING OF COUNCIL

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

6. Finance Committee
- Minutes, October 24, 2011

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 Finance Committee meeting held on October 24, 2011.

Resolution Number: 9

Carried

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North direct Wellington North Power to respond to repairs as follows:

- *1 streetlight – next working day;*
- *2 or more streetlights which result in a safety consideration, as soon as reasonably possible;*
- *Signal lights as soon as reasonably possible*

Resolution Number: 10

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

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

6. Finance Committee
- Resolution Regarding Banking

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North resolve:

- 1) *THAT the Royal Bank of Canada is appointed as banker for the Township of Wellington North;*
- 2) *THAT any two of the Treasurer, Deputy Treasurer, Chief Administrative Officer/Clerk, Deputy Clerk are authorized on behalf of the Township from time to time:*
 - a) *To withdraw or order transfers of funds from the Township's accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;*
 - b) *To sign any agreements or other documents or instruments with or in favour of the Bank, including the Bank's general financial services agreement and contracts relating to products or services provided by the Bank to the Township; and*
 - c) *To do, or to authorize any person or persons to do, any one or more of the following:*
 - (i) *To receive from the Bank any cash or any securities, instruments or other property of the Township held by the Bank, whether for safekeeping or a security, or to give instructions to the Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;*

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

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

6. Finance Committee
- Resolution Regarding Banking (continued)

(ii) To deposit with or negotiate or transfer to the Bank, for the credit of the Township, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Township, or any other name under which the Township carries on business, on any security or instrument;

(iii) To instruct the Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Township;

(iv) To receive statements, instruments and other items (including paid cheques) and documents relating to the Township's accounts with or any service of the Bank (including any revisions to the Bank's rules and manuals of operation), and to settle and certify the Township's accounts with the Bank, and

(v) To receive from the Bank any software and any security devices, including security cards, codes, and passwords, relating to electronic banking services or electronic communications between the Township and the Bank, and to determine and set the levels and limits of authority to individual security devices.

- 3) *THAT the provisions contained in the Bank's general financial services agreement including, without limitation, the provisions concerning the binding effect of electronic communications received by the Bank from or in the name of the Township, are expressly approved.*

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

6. Finance Committee

- Resolution Regarding Banking (continued)

4) *THAT all instruments, instructions, agreements and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in the Resolution and delivered to the Bank by any person, shall be valid and binding on the Township, and the Bank is hereby authorized to act on them and give effect to them.*

5) *THAT the Bank be furnished with:*

a) *A copy of the Resolution; and*

b) *A list of the names of the persons authorized by this Resolution to act on behalf of the Township, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons;*

each certified by the Chief Administrative Officer/Clerk and Treasurer of the Township; and

c) *In writing, any authorization made under paragraph 2(c) of this Resolution.*

6) *THAT any document furnished to the Bank as provided for in paragraph 5 of this Resolution shall be binding upon the Customer until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of the Bank where the Township has its account.*

Resolution Number: 11

Carried

THE CORPORATION OF THE
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G. BY-LAWS

1. 81-11 Being a By-law to Amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (East Part of Lot 15, Concession 4, former Township of West Luther – Clark)

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT By-law Number 81-11 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. (East Part of Lot 15, Concession 4, former Township of West Luther – Clark)

Resolution Number: 12

Carried

2. 82-11 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 18, Concession 10, 7044 Sideroad 7 West Noah and Verna Martin)

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT By-law Number 82-11 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 18, Concession 10, 7044 Sideroad 7 West – Noah and Verna Martin)

Resolution Number: 13

Defeated

**THE CORPORATION OF THE
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H. ITEMS FOR COUNCIL'S INFORMATION

Cheque Distribution Report – Dated November 3, 2011

Town of Pelham

- 2011 Municipal Insurance Survey Results

Maitland Valley Conservation Authority

- Source Protection Meeting #3/11, May 18, 2011
- Board of Directors Meeting #7/11, September 21, 2011

Township of Southgate Committee of Adjustment

Notice of Application for Consent and Public Hearing

I. ANNOUNCEMENTS

Councillor Lennox inquired if the Township has received a formal invitation to the Arthur Agricultural Society dinner on November 19. A member of the Society contacted him to let him know that the Society will be discussing a proposal for a walk in cooler for the Community Hall.

J. CLOSED MEETING SESSION

1. “Personnel” matter
2. “Legal” matter

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT Council go into a meeting at 8:21 p.m. that is closed to the public under subsections 239 (2) (d) (e) of the Municipal Act, 2001

- *to consider labour relations or employee negotiations*
- *to consider litigation or potential litigation, including matters before administrative tribunals, affecting the municipality.*

Resolution Number: 14

Carried

THE CORPORATION OF THE
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J. CLOSED MEETING SESSION (continued)

1. "Personnel" matter
2. "Legal" matter

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT Council rise from a closed meeting session at 10:55 p.m.

Resolution Number: 15

Carried

K. CONFIRMING BY-LAW

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT By-law Number 83-11 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 November 7, 2011 be read a First, Second and Third time and finally passed.

Resolution Number: 16

Carried

L. ADJOURNMENT

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Regular Council meeting of November 7, 2011 be adjourned at 10:56 p.m.

Resolution Number: 17

Carried

C.A.O./CLERK

MAYOR

TO: TOWNSHIP OF WELLINGTON NORTH
Regular Meeting of Council


MOVED BY: 

DATE: October 3, 2011

SECONDED BY: 

RES. NO.: 9

THAT the Report from Andy Lennox regarding Arthur Wastewater Treatment Plant Meeting with Ministry of Environment Staff – September 15, 2011 and the recommendations contained therein be deferred for further review by Council and Staff in consultation with Township engineers.

MAYOR 

CARRIED

DEFEATED

Report Regarding Arthur Wastewater Treatment Plant (AWWTP) meeting with Ministry of Environment Staff

September 15, 2011 Guelph Office

Written By: Andy Lennox

Present:

Lindsey Burzese Surface Water Specialist MOE
Sarah Day Surface Water Specialist MOE
Jane Glassco District Manager MOE Guelph office
Greta Najcier Supervisor MOE Guelph office
Kin Chow Environmental Officer MOE Guelph Office
Barry Trood Director Public Works Twp. Of Wellington North
Andy Lennox Councillor Twp. Of Wellington North

The meeting was convened to discuss:

1. Progress toward re-rating the AWWTP with increased discharge rates
2. Feedback on latest report submitted by Triton Engineering regarding River Assimilative Capacity
3. Next steps
4. General discussion of Best practices

The discussion highlighted some major issues that are holding back this re-rating progress.

1. Arthur has an unusual configuration of its sewage treatment system in that it has only seasonal discharge to the Conestogo River. The seasonal discharge is due the fact that Arthur is located very close to the headwaters of the Conestogo River which has highly variable flow and seasonal low flow. Additionally downstream the Conestogo River runs into Lake Conestogo where nutrient related water quality problems have been a long standing issue. Therefore the treated effluent is stored for approximately 6 months per year in holding ponds that are the lagoons from the previous sewage treatment system that predates the current sewage treatment plant

This unique set up provides some flexibility but also requires more effort and supporting documentation to analyze the impact of Arthur's discharge on the river system.

2. MOE staff expressed frustration with not getting adequate or timely documentation from Triton Engineering to support rerating the AWWTP. There are a significant number of major deficiencies in the recent report on the Assimilative capacity of the Conestogo River that is needed to support rerating the plant. The deficiencies are highlighted in the attached letter from MOE staff. Without discussing the technical detail, it is apparent from the discussion that there were some very critical pieces of information that had been requested on more than one

occasion not included in the report. As an example a statement was made in the report that indicated extending the discharge period beyond the current discharge period into May should not have negative effects, but no supporting documentation was provided.

3. We are currently not fully in compliance with our current C of A(Certificate of Approval), because our current river flow monitoring station does not consistently provide good data. In discussions with Triton Engineering and other parties who may have an interest in flow data nothing has been done on this to firmly choose a location, negotiate with partners or obtain permits to install such a monitoring station. Good river monitoring data would also be very helpful for MOE staff when re-rating our plant. This item needs immediate action. *TCWMS*
4. This process has been ongoing since 2008 with very little measurable progress.
5. Discussion also included some overview comments on other measures that could be undertaken to help address the sewage capacity issue, that does not involve rerating the AWWTP, such
 - a. Inflow and Infiltration into the collection system
 - b. Water conservation measures
 - c. Infiltration into the holding ponds

Recommendation:

1. The township engage a firm to prepare a RFP (Request for Proposal) and invite firms to participate. The firm to prepare the RFP needs to have the technical expertise to prepare it and that firm would not be eligible to submit a proposal.
 - a. The RFP would invite technical consulting firms to prepare a comprehensive proposed strategy with suggested steps and expense estimates to address the sewage capacity issues in Arthur. It should include all viable options available to the township and that recognizes the rather unique sewage treatment situation in Arthur.
2. That the township move immediately to engage partners in setting up a new river gauging station.
3. That Triton Engineering be asked to formally explain the number and extent of deficiencies in their submission to MOE on the Township's behalf.

Further Comment:

It is my belief arising from the discussion that obtaining additional sewage capacity in Arthur is quite doable, but it may require a greater amount of ingenuity and more than one approach. I also believe it will be possible to obtain an increased discharge amount, but this may not be the most cost effective solution in the short term.

Nov. 17 2011

To Whom it may concern

We would like to have our zoning
ammendment application reconsidered.
We have reconsidered our shed size,
to change from 4,000 square feet to
3600 square feet.

Mark Martin
Lina Martin
9372 Hwy 6
RR #2 Kenilworth
NOVA 280



Township of Wellington North

REPORT TO COUNCIL

TO: Mayor Ray Tout and Members of Wellington North Council
FROM: Linda Dickson, CEMC
DATE: November 15, 2011
RE: Report on the Sandy Lake Host Community Evacuation 2011

Background:

Attached is a copy of the joint debrief report for the County of Wellington and the Township of Wellington North. A presentation summarizing the report will be provided to Council for information.

Recommendation:

That Council for the Township of Wellington North accepts the Sandy Lake Host Community Evacuation Debrief Report and agrees with the Recommendations as stated in the report.

Sandy Lake Evacuation Response

Debrief Report



Background:

On July 19, 2011, Council for the Township of Wellington North agreed to host Northern Ontario residents evacuated from their homes as a result of severe forest fires and smoke. On July 20, 2011 at approximately 22:45 hours, Emergency Management Ontario called to inform the Township that evacuees from Sandy Lake in Northern Ontario would arrive the following afternoon at the Kitchener-Waterloo International Airport. The residents did not get to Arthur until July 22, 2011. Two Hundred and four (204) residents of the Sandy Lake Community in Northern Ontario arrived via Pearson International Airport at the Arthur and District Community Centre and Curling Club to begin a week-long stay.

The Mayor of the Township of Wellington North declared an emergency on July 20, 2011. The Warden of the County of Wellington, supporting the Township of Wellington North with the evacuation response, declared an emergency on July 21, 2011.

The outcome of the evacuation response was very positive. The Township of Wellington North has indicated to the province that they are prepared to be a host community in the future should the need arise.

The following report outlines the mission of the emergency response, the objectives as defined on a daily basis, recommendations for improvement, lessons learned and things that worked well during the Sandy Lake Evacuation Response.

Mission:

The Township of Wellington response will ensure that the residents of Sandy Lake are welcomed into our community; that their rest, relaxation, recreational, health and nutritional needs are satisfied to the best of our ability; and that they arrive safely to the airport on their return trip home.

Objectives

1. Maintain appropriate staffing for the Township Emergency Operation Centre (EOC) and Community Shelter. Arrange meals for Friday July 22 and through the weekend including Monday, July 25. Reassess meal requirements on Monday, July 25.
2. Arrange recreational activities for children and adults. No outings will be arranged on Friday July 22 in order to give the residents time to adjust to their surroundings and familiarize themselves with Arthur.
3. Ensure access to appropriate health care - primary and infectious disease control - is available.
4. Begin plans to ensure the safe return of residents to their homes in Sandy Lake.

Sandy Lake Community Residents hosted in Arthur

5. Coordinate the boarding of residents onto the coaches for transport to Kitchener-Waterloo Airport.
6. Begin plans to demobilize the shelter.

Emergency Operation Centre Meetings

EOC meetings for the Township were held, for the most part, twice a day at 09:00 hrs and 13:00 hrs. Change in meeting times and additional meetings were called at the discretion of the Mayor.

Representatives of the County Emergency Control Group attended the Township Meetings which created a joint EOC meeting structure and facilitated the coordination of the response.

County of Wellington held EOC meetings on July, 22, 2011, July 25, 2011, July 27, 2011 and August 2, 2011.

Debrief Meeting Report

1. The Township of Wellington North held a debrief on September 22, 2011

In attendance:

Mayor Ray Tout
 Leila Brown Assistant CEMC
 Drew Maddison, EMO Field Officer
 Ken McBey, St. John Ambulance, Fergus
 Paul Lovell, St. John Ambulance, Fergus
 Lynn Kergan, Guelph Wellington Red Cross
 Roger Woods, Wellington OPP
 Jennie Richardson, Wellington County Social Services
 Jim Morrison, Arthur Fire Chief
 Andrea Ravensdale, Communications Manager
 Ian George, Provincial Liaison Team, OPP
 Jason Benn, Wellington North Fire
 Mark Goetz, Councillor for the Township of Wellington North
 Terry Fisk, Councillor for the Town of Minto
 Annilene McRobb, Town of Minto
 Tom Bowden, Arthur Community Centre Facilities Manager
 Barry Trood, Manager of Public Works
 Linda Spahr, Recreation Coordinator
 Ron Elliot, Councillor for the Town of Minto
 Andy Lennox, Councillor for the Township of Wellington North
 Ron MacEachern, Mt. Forest Fire Chief

Sandy Lake Community Residents hosted in Arthur

Gary Matthews, Township of Wellington North Public Works
Warden Chris White
Susan Gray, Staff Sergeant Wellington OPP
Tracey Croft, Emergency Manager Wellington Dufferin Guelph Public Health
Cathy Conrad, Administrative Assistant, Township of Wellington North
Lori Heinbuch, CAO/Clerk Township of Wellington North
Michelle Stone, Township of Wellington North
Eddie Alton, Social Services Administrator, Wellington County
Linda Dickson, CEMC

2. The County of Wellington debrief was held August 2, 2011.

In attendance:

Warden Chris White,
Eddie Alton, Social Services Administrator
Peter Barnes, Long Term Care Home Administrator
Mark Bolzon, Purchasing and Risk Management Manager
Colleen Brunelle, Manager Wellington Social Services
Gary Cousins, Director of Planning and Development
Ken DeHart, Manager of Financial Services
Linda Dickson, CEMC
Craig Dyer, Treasurer
Dave Etherton, Information Technology
Kelly-Ann Hall, Recording Secretary
Scott Hutchison, Manager Wellington Dufferin Guelph Public Health
Paul Johnson, Operations Manager Engineering Services
Andrea Lawson, Director of Human Resources
Murray McCabe, Chief Librarian
Clair McKay, Manager of Information Technology
Andrea Ravensdale, Communications Manager
Jennie Richardson, Wellington Housing/Social Services
Rico Sabatini, Manager Wellington Social Services

The following synopsis includes recommendations to enhance the Township and County's current emergency management policies and procedures, and suggested policies and procedures for future host community evacuation responses. Lessons that were learned from the Sandy Lake evacuation response and those things that were well done or worked well during the response have also been identified. The recommendations, lessons learned and what worked well are a compilation of comments obtain from the debrief meetings of both municipalities.

Recommendations:

Access to Provincial Resources

In local municipal emergencies, the process for accessing Provincial and Federal Government resources is to request these from the province once local resources are exhausted. During the Sandy Lake response, the Province expected the municipality to follow this same process. However, as a host community, this situation is very different than if an emergency were to occur within our boundaries.

In the Sandy Lake example, the municipality is a partner in the Provincial response. Since the evacuation response is funded through the Federal Government, and the Province is responsible for the overall evacuation, it would be expected that Provincial and Federal resources should be made readily available to host communities. In this situation, when such resources were needed to provide for the overall health, safety and welfare of the evacuees, the process required to obtain these resources was a burden on the municipality and in the end the resources were not acquired. It is recommended that that Province reconsider this process for evacuation response of First Nation communities.

Agreements:

Execute Aboriginal Affairs and Northern Development (AAND) agreements with municipalities before the response occurs.

Review the Memorandum of Understanding between the County of Wellington (Social Services) and Red Cross. This is currently in process.

Clear Roles and Responsibilities for everyone

Staff and agencies should familiarize themselves with their specific roles and responsibilities as outlined in the Emergency Response Plan and ensure that they are able to fulfill these should the need arise.

The use of the provincial Incident Management System (IMS) should alleviate the duplication of roles which did occur during the first few days of the evacuation response.

The OPP Provincial Liaison Team (PLT) has a specific role to interact with the First Nation Communities and engage the community leaders. There is a mutual respect

Sandy Lake Community Residents hosted in Arthur

between the PLT and the leaders of the First Nation communities. This respect is observed by the community members and this in turn helps to establish a positive relationship within and between communities.

With their connections and link to the community the PLT is able to ascertain key positions such as those of Police Officers, Alcohol and Drug Counselors, Recreation Director and a Diabetes Coordinator, all who are instrumental in assisting with meeting the needs of the evacuees. If the key leaders in the community are actively participating it simulates a home like environment for the evacuees making them more relaxed and happy.

Communication:

Improved communication to staff and the community at large is needed.

Improved communication from the Province to host communities regarding the timing of the arrival and departure of evacuees is needed. A minimum 24 hour window is desirable. This recommendation was been identified during a Provincial emergency operation centre debrief.

Township will consider the benefits of blackberries for their key response staff.

Non-Township users experience some difficulty with accessing the wireless Internet. This has now been corrected.

Consider purchasing acoustic dividers for the EOC to separate communication areas.

Develop procedures to address the use of staff's personal communication devices during the course of their work with the evacuation response.

Maintain a master list of all key personnel in the response including their contact information so that it can be provided to new staff as they arrive to assist with the response. This includes both staff at the EOC and at the Evacuation Centre site.

Health Care

Create policies and procedures to access primary health care in a coordinated and timely fashion. Municipalities, Public Health, the LINH and primary care – hospitals and doctors - should be involved in this process.

Assign a Nurse Practitioner to the site at the beginning of the evacuation.

Establish an after-hours contact number for local pharmacy/pharmacies.

Knowledge of First Nation Communities

Host communities need better information regarding the history and cultural aspects of the northern communities they will be hosting including such things as diet, medical

Sandy Lake Community Residents hosted in Arthur

needs – high proportion diabetics – age of the residents, and social needs. Northern communities also have specific cultural traits that need to be identified early on and respected such as don't talk while they are speaking, their need privacy, they keep a different schedule than we do, and they are a more laid back society.

This information should be provided as soon as possible in the evacuation process to host communities. This information will affect their specific planning requirements for the evacuation centres.

Initial EOC meetings should include an education session for Municipal Officials to explain the role of the Provincial Liaison Team and provide an awareness of First Nation communities.

In addition, information should be provided to host communities – residents and businesses - about the history and culture of the community that is being evacuated. Perceptions are often swayed by what we have heard and seen locally. This can be achieved through a Town Hall meeting. In addition, First Nations communities are tax exempt and local businesses should be provided with information on how to process sales to First Nation residents. The Federal and/or Provincial Governments should prepare a fact sheet that can be handed out to local agencies during responses.

The hosting community should obtain or receive information on the level of emergency management preparedness/readiness of the evacuated community. In many cases they may be more prepared than we are to deal with this situation.

Logistics:

Need to invest in more comfortable chairs for the EOC, particularly if the centre is to be set up and used for long periods of time.

Need better management of resources and need to identify a Logistics Chief at the EOC and site at the beginning of the response.

A spreadsheet to track all inventory used during an emergency evacuation as been created.

Create municipal crest decals to place on items owned, purchased or borrowed by the municipality.

Include more contacts/resources for counseling services in the E-guide.

We have the County Emergency E-guide which lists a number of staff, partner agencies and resources. This guide needs to be properly marked and identifiable at all designated emergency shelters. Staff should communicate to the CEMC at least annually any changes or additions to the E-guide.

Sandy Lake Community Residents hosted in Arthur

Need log in sheets for staff and agency contacts working at the evacuation site. This information should include onsite contact information and area of jurisdiction.

On Site Security

Security was an issue. Most felt that the private security company that was hired for the duration of the response was not very effective. Should invest options and acquire contacts for inclusion in the Emergency Contact and Resource Guide.

Need to assess how to deal with some situations involving evacuees. Proactive interaction regarding the consumption of alcohol should be considered. This may be facilitated through increase interaction with the evacuees.

Recovery Planning

Recovery tasks need to be identified, documented and assigned during the Emergency Operation Centre meetings.

Shelter Needs

Need to redo our shelter surveys for identified evacuation centres throughout the County. Information with respect to the number of cots that can be accommodated is incorrect.

CEMC will complete an inventory of designated shelters that may be appropriate for hosting residents from northern Ontario and those that might be available during the typical northern evacuation timelines of April to September. Confirm with Red Cross and Public Health

Red Cross and CEMC to develop checklist for setting up host community shelters.

Need appropriate and visible identification for Shelter Staff and Volunteers. This was identified during Exercise Perfect Storm and some work has been done but this needs to finalize.

Need to include accessibility requirements on the registration form. Some residents assigned to the second floor of the community centre had mobility constraints.

Need to identify a separate isolation space for those who get sick during their shelter stay but who are not in need of hospitalization.

Need to look at shelter options. Requirements are different for short duration events versus longer events such as 1 – 3 weeks.

Post daily all planned recreational activities in an area visible to staff and the community.

Staff Utilization

Utilize trained municipal staff for response functions were appropriate rather than soliciting volunteers. Staff working on site need criminal and vulnerable persons reference checks. The County's skills inventory may be used to track this information for all County employees.

Need to clearly define the tasks needed and then assign appropriate individuals to a task. This will also be documented in the main event log.

Training

Continued training and education for everyone involved in emergency response on the Incident Management System. Response to the IMS was slow at first but once identified and used the response became more coordinated and efficient. Need to understand and respect the chain of command identified in this response system.

Volunteer Agencies

The procedures for the volunteer organizations funding formula for such responses should be developed and shared with municipalities early on in the process so this can be evaluated. Should not be an expectation on the part of the municipality to solicit this information.

Volunteer Coordination

Volunteer Coordination was identified as an area of improvement. Coordination with volunteer organizations such as the Red Cross and St. John Ambulance went well but coordination of staff and community volunteer resources needs to be improved. Trained Volunteer Coordinators need to be identified either through staff or through agencies such as the Volunteer Resource Centre and Human Resources.

Identify a volunteer rest area/room.

Lessons Learned:**Communication**

Continuity of faces onsite is important to Northern residents.

Contact Bell emergency services immediately to have mobile pay phone system assessed and installed if possible

Imperative that a PA system is set up so Northern residents have a closed community meeting space and can communicate messages from their Chief.

Provincial Support

Try to keep communities together as much as possible. There will be less stress on the evacuated communities and for the leaders remaining behind. This should result in reduced requests for reunification which will reduce the travel costs associated with the evacuations.

Manifests from the province need to be accurate.

Response:

Mutual Assistance Agreements work – supplies from Dufferin and County.

Have County declare an emergency at the same time as the member municipality.

Incident Management System is an important response tool that worked well and needs to be used in the future for all municipal emergency responses.

Support Services

OPP Provincial Liaison Team (PLT) is an invaluable and much needed resource. PLT should be brought into the response at the outset. With their training and expertise, they are able to link into the community and can dispel rumours quickly by messaging the evacuated community.

Need to define volunteer organizations (Red Cross, St. John Ambulance, Salvation Army) boundaries and their resources.

The working relationship with the volunteer organizations was very good. The development of policies, procedures, agreements and networking since the Tornados in 2005 has contributed to this relationship.

What Worked Well!

- Political Leadership and leadership of the EOC – municipal, county and community.
- Inviting the Sandy Lake leaders to be a part of our Emergency Operation Centre meetings. They provided valuable information about the community culture and their way of life.
- Availability of trained support staff
- Volunteers – abundance
- Sourcing a good catering company that is very flexible to changing needs in diet and timelines.
- Team work – exercised showed how valuable that is
- Emergency Information – critical to an effective response
- Understanding the community once they arrived
- The site itself was very conducive to an effective response
- Provincial Liaison Team – a must have
- Strong Police presence – sufficient coverage in the host community was available to deal with any incidents related to the evacuated community.
- Access to and EMO Field Officer on site
- Access to and field staff from Aboriginal Affairs and Northern Development on site
- County and Township Emergency Response was very effective and well coordinated overall.
- MOU with Red Cross worked well.
- Community Resources abundance and available
- Communication with external agencies.

RECREATION & CULTURE COMMITTEE MEETING
TUESDAY, NOVEMBER 8, 2011, 9:00 A.M.
ARTHUR AND AREA COMMUNITY CENTRE

Members present: Chairperson Councillor Sherry Burke, Southgate Councillor Dennis Evans, Councillor Dan Yake, Mark MacKenzie, Mount Forest Facilities Manager, Tom Bowden, Arthur Facilities Manager and Linda Spahr, Recreation Co-Ordinator.

Member absent: Mayor Ray Tout.

DELEGATION:

Terry and Terry Martin from Martin's TLC were present to ask for an extension of their turf maintenance tender until the end of the present council term. They offered to continue at the same price. Various members of the committee spoke on the good job they did. Terry and Terry left the meeting.

MINUTES:

Moved by Councillor Yake

Seconded by Tom Bowden

"THAT the minutes of the October 4, 2011 meeting be approved."

Carried

BUSINESS ARISING FROM MINUTES:

Turf Management - Following discussion members made the following motion:

Moved by Mark MacKenzie

Seconded by Tom Bowden

"THAT a recommendation goes to council to allow MARTIN'S TLC and JJ LAWN CARE continue with the turf maintenance contract for the year 2012 at a 0% increase then a RFP be required for 2013."

Carried

Holiday and Stag & Doe Rates - were again discussed and the following motion made:

Moved by Tom Bowden

Seconded by Mark MacKenzie

"THAT a recommendation goes to council to raise the rates for Stag & Does as well as events held on a holiday by 20%. This to take effect January 1, 2013. Carried

Summer Ice - Was discussed by members. Linda is to contact the group that ran the hockey school last year to see if they would move the school to the end of August. Councillor Burke suggested we start marketing summer ice now.

NEW BUSINESS:

Snow Removal Contract - Prices were obtained from two businesses. After discussion the following motion was made:

Moved by Dan Yake

Seconded by Mark MacKenzie

"THAT a recommendation goes to council to accept the price from H. Bye Construction for the 2011-2012 winter season."

Councillor Burke will talk to the Board of Works regarding snow blowing when needed.

Pool Report - There was a swimming pool report from both Arthur and Mount Forest pools by Carolann Morrison received by members for information.

Budget vs Year-to-date - Members reviewed the budget.

Ice Maintenance Policy - Mark drew up a policy for ice maintenance and personal Protective Equipment. Members requested the policy be sent to the Health and Safety Committee as well as the Township insurance company for input.

Generator - Mark asked about putting in a generator as our arenas are designated as Emergency Shelters. Sherry will follow up with Lori and ask about a JEPP Grant.

Upper Leisure Hall - Mark reported he has been getting prices on fixing up the Upper Leisure Hall as he has requests to rent it out. Mark and Councillor Yake will meet and send a report to council.

Trillium Grant Update - Tom received the letter from the Arthur Lions Club. Site Plans still need to be completed.

REPORTS:

The Facility Managers and Recreation Co-Ordinator's reports were available for members to review.

MEMBER'S PRIVILEGE:

Mark MacKenzie - Stated that an account at a local store still has not been set-up and that credit cards for facility managers would be useful. He also mentioned there is still trouble with a truck parking at the fairgrounds. Linda was directed to talk to Lori regarding a by-law against parking on township property.

Tom Bowden - Stated they had a compressor motor repaired in Arthur. He invited everyone to a Craft Sale on November 20th which is being held in the Upper and Lower Hall. As well that day there will be a Wellington North Hockey Challenge.

Councillor Evans - Asked about the completion of the Recreation Agreement as well as the Fire Agreement. Councillor Burke stated they were being worked on in the Finance Department. Councillor Evans asked for a speedy decision.

Councillor Burke - Wanted an explanation on the sound problem during the Yuk Yuks performance last weekend in Mount Forest. Mark explained it was a staff error.

Linda Spahr - Reported on her visit to the childrens' gymnastics class she attended Monday night. The kids were having a great time and the parents were very happy with the instructor.

Arthur Walk-In-Cooler - Tom showed members where he planned on installing a walk-in-cooler. The Arthur Agricultural Society will donate \$5,000 to this project and church groups have been approached for a donation.

ADJOURN:

The meeting adjourned 11:00 a.m.

NEXT MEETING:

The next meeting will be held Tuesday, December 6th in Mount Forest. Councillor Burke asked Mark to invite Cimcoe to the meeting.



Township of Wellington North

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

Memo to: Lori Heinbuch, A.M.C.T., C.M.C., C.E.M.C.,
Clerk Administrative Officer/Clerk

From: Linda Spahr, Recreation Co-Ordinator

Date: November 15, 2011

At our Recreation and Culture Committee meeting on November 8th, the following resolutions were recommended for council approval:

Moved by Mark MacKenzie

Seconded by Tom Bowden

"THAT a recommendation goes to council to allow MARTIN'S TLC and JJ LAWN CARE continue with the turf maintenance contract for the year 2012 at a 0% increase then a RFP be required for 2013."

Moved by Tom Bowden

Seconded by Mark MacKenzie

"THAT a recommendation goes to council to raise the rates for Stag & Does to \$735.00 and events held on statutory holidays are to be raised by 20%. These rates are to take effect January 1, 2013."

Moved by Councillor Yake

Seconded by Mark MacKenzie

"THAT a recommendation goes to council to accept the price from H. Bye Construction for the 2011-2012 winter season snow removal at the Mount Forest & District Sports Complex".

Information on the motions:

Turf Management - The price that Martin's TLC charges now is based on anywhere from \$20.00 to \$108.00 per cut, depending on where the cut is taking place and the size of the area. We base the budget on 25 cuts per year and it works out to \$34,000. Also included in this are core aerating, rolling, bush hog walking trails, spraying, and fertilizer.

For JJ Brown Lawn Care the price they charge per cut is also based on the size of the area, it is anywhere from \$17.25 to \$135 per cut. Also included in this are core aerating, spraying, fertilizing and rolling. We base the budget on 25 cuts per year and it works out to \$12,000 for Arthur and \$1,600 for Conn Park.

Snow Removal Contract - Prices were obtained from H. Bye Construction and Delbert White from Season Landscaping. H. Bye Construction price was \$70 to \$85 per hour depending on what plow they use. H. Bye also offered to use Season Landscaping to blow the accumulated plowed snow piles. It was decided at our meeting that Councillor Burke would ask the Board of Works to do the snowblowing when needed. The price from Season Landscaping was \$90.00 per hour. The committee decided to go with H. Bye Construction.



Arthur Area Fire Department

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

WELLINGTON NORTH FIRE SERVICES

ARTHUR FIRE STATION REPORT FOR OCTOBER 2011

The Arthur Fire Station responded to 12 calls for assistance during the month of October, 2011.

- | | |
|----------------------|--|
| 5 in Arthur Village | - 1 MVC
- 2 Alarm Activation
- 1 Fire (Former Public School – Kids Suspected)
- 1 Medical Call (child arm caught in door Library) |
| 1 in West Luther | - 1 Fire (candle) |
| 1 in West Garafraxa | - 1 MVC (Plane Crash) |
| 2 in Arthur Township | - 1 Fire
- 1 MVC |
| 1 in Mapleton | - 1 MVC |
| 2 Automatic Aid | - Mount Forest Barn Fire (Tanker and Fire Fighters)
- Mount Forest House Fire (Tanker and Fire Fighters) |

There were four practices in October. On October 5th, fourteen Fire Fighters including the Fire Chief attended; on October 12th, eleven Fire Fighters attended including the Fire Chief; on October 19th, nineteen Fire Fighters including the Fire Chief attended; on October 26th, twelve Fire Fighters including the Fire Chief attended. On October 24th, two Fire Fighters attended a Tanker Shuttle training practice in Mount Forest.

Fire Prevention Week in Arthur brought the department and the community together with an E.D.I.T.H. training on October 12th. The trucks sounded their sirens and drove through the community announcing that E.D.I.T.H. (exit drills) were taking place at that precise time. All were invited back to the Fire Station to enjoy a bowl of chilli and a bun. There were Fire Prevention materials handed out, as well as Fire Fighters available to discuss the E.D.I.T.H. plans. Two Fire Fighters handed out bags of Fire Prevention Materials for the Kindergarten classes at the Public School.

On October 13th the Fire Chief and Deputy Chief attended the Wellington County Fire Chiefs meeting.

The Fire Chief and Deputy Chief attended the Fire Committee meeting in Kenilworth on October 18th.

On October 24th one Fire Fighter was requested to assist the Ontario Fire Marshall Investigator at the scene of a recent fire.

Three Fire Fighters were in attendance to attend the "Walk Your Kids to School Day" on October 5. Thirty kids walked from the Fire Station to their schools.

On October 20th Fire Chief Morrison attended an Instructor training course for the IMS 200 and 910 BEM with EMO held in the Arthur Station. Two Fire Fighters attended the Company Officer 401 course in Fergus on October 22nd and 23rd. On October 23rd two Fire Fighters attended the SCBA maintenance course in Orangeville. Deputy Chief Lawlor is attending the Company Officer 401 training in Palmerston on Monday evenings that started on October 10th and will continue for the next month.

The Fire Chief, Deputy Chief and two Fire Fighters attended the Wellington Dufferin County Mutual Aid Association Banquet in Mount Forest on October 29th.

Jim Morrison
Fire Chief CMM II

Fire Prevention Report
Wellington North Fire Services
Arthur Station
FPO Jason Benn

October 2011 Monthly Report

Evac. Procedures	1
Telephone Calls	26
Business/Personal Service	14
Residential	1
Assembly Occ.	0
Misc.	9
Industrial	2
Meetings	3
Complaints	0
Mercantile	1
Letter/Reports	10
Institutional	2
Burn Permit	0
New Construction/Plan Review	0
Occupancy Permits	1
Ext. Trainings/talks	2
Emerg. Planning	1
Inspection Follow up	2
Pub. Ed. Lectures/tours	1
Pre Incident Plan	1
Fire Safety Plan Review	2
Admin.	12
Court/documents/serving	2

****Lower numbers, this month due to attending courses, pub. ed and serving court documents.



MOUNT FOREST FIRE DEPARTMENT

Township of Wellington North

WELLINGTON NORTH FIRE SERVICES

MOUNT FOREST FIRE STATION REPORT OCTOBER 2011

The Mount Forest Fire Station responded to fourteen calls for assistance during the month of October 2011.

- | | |
|----------------------|--|
| 8 in Mount Forest | - 1 Propane Tank Fire |
| | - 1 Mock Fire (Saugeen Valley Nursing Home) |
| | 1 CO Alarm |
| | - 2 Ambulance Assists |
| | - 3 False Alarms |
| 1 in West Luther | - 1 Assist Arthur Fire Station at a House Fire |
| 4 in Arthur Township | - 1 Barn Fire |
| | - 1 ATV Rollover |
| | - 1 Assist Arthur Fire Station at a House Fire |
| | - 1 False Alarm |
| 1 in West Grey | - 1 Possible Car Fire (Cancelled) |

There was one meeting/practice session held during the month of October. On October 24th, 2011 seventeen members were present with members from the Arthur Fire Station taking part.

On October 4th, 2011 the Mount Forest Fire Station hosted the Wellington County Mutual Aid Meeting.

Five members took part in the "Walk to School with Kids" day on October 5th, 2011 in Mount Forest.

On October 11th, 2011, eleven members attended the Grey County Mutual Aid Meeting in Hanover.

The Chief and the Deputy Chief attended the Wellington County Chiefs Meeting in Palmerston on October 13th, 2011.

The Mount Forest Fire Station held an Open House for Fire Prevention Week on October 15th, 2011 with 147 people attending.

The Chief and the Deputy Chief attended the O AFC Zone 3 Meeting on October 17th, 2011 in Barrie.

On October 18th, 2011, the Chief and the Deputy Chief attended the Fire Committee meeting in Kenilworth.

On September 26th, 2011 the Fire Marshall's Public Fire Safety Council announced that one of the recipients for this year's award would be Mount Forest's Melody Elvidge. On October 25th, 2011, the Chief and his wife escorted Melody Elvidge, a teacher at Victoria Cross Public School to the Fire Marshall's Public Fire Safety Council Award Ceremony at the Sutton Place Hotel in Toronto, where she was presented with the Fire Marshall's Award for Safety Excellence. This award was for her exceptional contributions to fire safety and public education.

The Mount Forest Fire Station Members hosted the Annual Wellington County Mutual Aid Banquet at St. Mary's Parish Hall on October 29th, 2011.

Respectfully Submitted,
Ron MacEachern
Mount Forest Fire Chief

Fire Prevention Report
Wellington North Fire Services
Mount Forest Station
FPO Jason Benn

October 2011 Monthly Report

Evac. Procedures	1
Telephone Calls	23
Business/Personal Service	12
Residential	1
Assembly Occ.	2
Misc.	7
Industrial	0
Meetings	1
Complaints	0
Mercantile	2
Letter/Reports	4
Institutional	1
Burn Permit	0
New Construction/Plan Review	2
Occupancy Permits	0
Ext. Trainings/talks	1
Emerg. Planning	0
Inspection Follow up	4
Pub. Ed. Lectures/tours	2
Pre Incident Plan	0
Fire Safety Plan Review	3
Admin.	8
Court/documents/serving	0

****Lower numbers, this month due to attending courses, Pub. Ed.



Township of Wellington North

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

November 17th, 2011

Lori Heinbuch
CAO/Clerk
Township of Wellington North
Kenilworth, Ontario.

CC: Cathy Conrad

Subject: November 21st Municipal Council Meeting

Lori.

At last night's Economic Development Committee meeting the committee passed the attached recommendation for council approval. I realize the time frame is tight however would really appreciate it if the recommendation could be provided to council at their upcoming meeting on November 21st.

Please let me know if you have any questions.

Thank you.

TOWNSHIP OF WELLINGTON NORTH
ECONOMIC DEVELOPMENT COMMITTEE

MOVED BY: _____ DATE November 16, 2011

SECONDED BY: _____ RES. NO: 1

THAT THE Economic Development Committee recommend to Council that it approve the Amendment Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs to extend the completion date of RED Funding from October 31, 2011 to January 31, 2012

COMMITTEE CHAIR _____



CARRIED



DEFEATED

Township of Wellington North
Building/Property Committee Minutes – November 18, 2011 at 9:00 a.m.

Present: Chair Councillor Dan Yake
Councillor Mark Goetz
Chief Administrative Officer Lori Heinbuch
Chief Building Official Darren Jones
Building Inspector Patty Wright

The meeting was held in the Council Chamber at the Municipal Office in Kenilworth, starting at 9:10 am

Minutes October 12, 2011

Moved by: Chief Building Official Darren Jones
Seconded by: Councillor Mark Goetz

That the minutes of the October 12, 2011 meeting be accepted.

Carried

Discussion Regarding Future of the Arthur Seniors Hall

Discussion took place regarding the Arthur Seniors Hall. Chief Building Official Darren Jones was directed to obtain quotes for the work that is required at the hall for the next Building and Property Committee meeting.

Roof Design Former Sacred Heart Catholic School

Chief Building Official Darren Jones presented an estimate for budget purposes of \$30,849, HST included, for phase two of the roof repair to the Former Sacred Heart School for the Administration Committee to consider for the 2012 budget.

Overview of the Avcon Investments project

Discussion to take place next meeting when further information is available for Building and Property Committee from Chief Building Official Darren Jones.

Building Department Policies

Chief Building Official Darren Jones presented policies for the Building and Property Committee's consideration and review.

Move: Chief Administrative Officer Lori Heinbuch
Second: Councillor Mark Goetz

The Building and Property Committee recommends that the following policies be adopted by Council.

Policy number BD-01 subject Conditional Permit Policy

Policy number BD-02 subject Surface Drainage Policy

Policy number BD-03 subject Engineered On-Site Sewage System Policy

Carried

Mount Forest Air Cadets

The Mount Forest Air Cadets have been given the use of the former upstairs washroom in the Former Mount Forest Town Hall for storage. They have installed a lock and will be providing the Township with a key.

Mount Forest Lawn Bowling Club

The Mount Forest Lawn Bowling Club has questioned parties involved in respect to the Letter of Understanding between themselves and the Victory Church. Chief Administrative Officer Lori Heinbuch will contact the Executive of the Lawn Bowling Club and explain the intent of the Letter of Understanding.

Letter of Request was received from Steve Hummel for deferral of Development Charges for Water and Sewer

Moved by: Councillor Mark Goetz
Seconded by: Building Inspector Patty Wright

The Building and Property Committee recommends to Council to proceed with preparing a deferral agreement for the wastewater and water services portion of the development charges for the property: legal description Part Park Lot 5 South of Clyde Street, Plan of Mount Forest , Part 1 on Plan 61R11461 Wellington North as Municipal services are not available to this property and further that the necessary Authorizing By-law be prepared for Council's adoption.

Carried

Building Permit Monthly Report

Moved by: Councillor Mark Goetz
Seconded by: Chief Building Official Darren Jones

That the Building Permit Monthly Review for Period Ending October 31, 2011 was reviewed and accepted.

Carried

Date of Next Meeting

December 14, 2011 at 9:00 a.m.

Adjournment

Moved by: Chief Administrative Officer Lori Heinbuch
Seconded by: Councillor Mark Goetz

That the meeting is adjourned at 10:08 am

Carried



Township of Wellington North

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

MEMORANDUM

Date: November 18, 2011
To: Mayor and Council
From: Darren Jones, Chief Building Official
Re: Building Department Policies

The following three policies have been developed to clarify Building Department standard procedure and provide a clear path to follow for certain types of building permit applications. These policies are part of our ever growing plan better and more consistently serve the public while protecting property owners and the Township of Wellington North.

First is the Conditional Permit Policy – this has been developed to clarify to developers the site plan control process. Where required, developers must have the site plan agreement in place prior to applying for a building permit. In the past where conditional permits have been issued there was a tendency to slow down the site plan agreement process or to not provide the final documentation to complete the site plan agreement. To not issue condition permits has been Building Department practice on a trial basis and has been working well and without much opposition.

Second is the Surface Drainage Policy – surface drainage and lot grading is a hot topic and can be a sore point between neighbouring property owners. The Building Department's objective is to have these issues resolved before they happen. We have identified the conditions and type of lots where this is most likely to happen and that is on building lots located within the urban and hamlet areas that have a lot area of 0.4 ha (1.0 ac) or less. Where these conditions exist building permit applications must include a lot grading plan and when the project is finished the permit holder must submit a lot grading certificate to confirm that the grading has been completed as designed. Lot grading is a requirement of the Ontario Building Code and we feel this is the best way to get compliance with this part of the code.

Third is the Engineered On-Site Sewage System Policy – the Township of Wellington North Zoning By-law requires a minimum lot area of 0.4 ha (1.0 ac) for un-serviced and rural lots, this is because on lots that have less area it is difficult to build a house, drill a well and install a septic system that will all fit on the lot and function well together. Within the Township there are many existing un-serviced or rural with less than 0.4 ha (1.0 ac) of area that are vacant or have an older home that need or will need a septic system replacement. For these reasons we are asking that building permit applications for these situations be accompanied by a septic system designed or reviewed by a professional engineer, this will further protect property owners and the Township of Wellington North.



TOWNSHIP OF WELLINGTON NORTH POLICY AND PROCEDURE MANUAL

DEPARTMENT	Building	POLICY NUMBER: BD-01
SECTION		EFFECTIVE DATE: November 22, 2011
SUBJECT	Conditional Permit Policy	
AUTHORITY	Building Code Act 8. (2)	

POLICY STATEMENT

That no Conditional Permits be issued prior to the Site Plan Agreement being finalized.

PURPOSE

To establish a policy and procedure to:

- Ensure that Owners and or Developers abide by the site plan agreement process as set out under the Planning Act.

DEFINITIONS

“Conditional Permit” means a building permit for any stage of construction that is issued even though all the requirements to obtain a building permit have not been met



TOWNSHIP OF WELLINGTON NORTH POLICY AND PROCEDURE MANUAL

DEPARTMENT	Building	POLICY NUMBER: BD-02
SECTION		EFFECTIVE DATE: November 22, 2011
SUBJECT	Surface Drainage Policy	
AUTHORITY	Ontario Building Code Division B - 9.14.6.	

POLICY STATEMENT

That building permit applications for buildings on building lots within the urban and hamlet areas that are less than 0.4 ha (1.0 ac) in area be accompanied by a Lot Grading Plan and that a Grading Certificate be submitted to the Chief Building Official prior to the building permit being closed or deposits returned.

PURPOSE

To establish a policy and procedure to:

- Ensure that the building site is graded so that water will not accumulate at or near the building and will not adversely affect adjacent properties.
- Ensure that surface drainage is directed away from the location of the water supply well or septic system.

DEFINITIONS

"Lot Grading Plan" means a site plan prepared by a Professional Engineer or an Ontario Land Surveyor that shows grading elevations and surface drainage.

"Grading Certificate" means a document bearing the signature and seal of a Professional Engineer or Ontario Land Surveyor verifying that the actual finished elevation and grading generally conform with the Lot Grading Plan.



TOWNSHIP OF WELLINGTON NORTH POLICY AND PROCEDURE MANUAL

DEPARTMENT	Building	POLICY NUMBER: BD-03
SECTION		EFFECTIVE DATE: November 22, 2011
SUBJECT	Engineered On-Site Sewage System Policy	
AUTHORITY	Zoning By-law 66-01, as amended, Sections 8.5.2.1. and 9.2.1.	

POLICY STATEMENT

That building permit applications for On-Site Sewage Systems for building lots that are less than 0.4 ha (1.0 ac) in area be accompanied by an On-Site Sewage System Design that has been prepared or reviewed by a Professional Engineer.

PURPOSE

To establish a policy and procedure to:

- Ensure that building lots that are less than 0.4 ha (1.0 ac) in area are utilized efficiently and that the On-Site Sewage System is appropriate for the soil type and building lot layout.

DEFINITIONS

"On-Site Sewage System" means a combination of a treatment unit and leaching bed designed to accept and treat sanitary sewage.

Cathy Conrad

From: MFPC [mfpc@bellnet.ca]
Sent: November 8, 2011 10:09 AM
To: Cathy Conrad
Subject: Hot Chocolate Booth at Mount Forest Parade

Hi Cathy

Mount Forest Pentecostal Church is requesting permission to have the Hot Chocolate booth at the Mount Forest Parade on December 2, 2011. We would set up the booth at the Old Town Hall on the main street as we have done for the past two years. Please let us know also if we need to contact the Health Unit this year. We look forward to hearing from you.

Thanks
Colleen Matthews
Office Administrator

Mount Forest Pentecostal Church
T- (519) 323-1023
F- (519) 323-4970
E- mfpc@bellnet.ca
Website: www.mfpconline.com

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

BY-LAW NUMBER 84-11

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A SITE
PLAN AGREEMENT. (Part Lot 7, Concession 5, Former
Township of Arthur – Old Order Mennonite Conference)**

WHEREAS

- A. The following lands owned by Irvin B. Weber, James W. Bauman and Ervin C. Bauman, (Trustees for Old Order Mennonite Conference) (“the Owner”) have been designated by Wellington North under subsection 41(2) of the Planning Act, R.S.O. 1990, c. P.13 (hereinafter called “the Act”) as a site plan control area:

Part of Lot 7, in the 5th Concession of the former Township of Arthur, shown as PART 1 on a Plan of Survey deposited as Plan 16R11726 on the 3rd day of November, 2011, in the Township of Wellington North, in the County of Wellington. (hereinafter called “the lands”)

- B. The lands are presently vacant and the Owner wishes to construct a parochial school on the lands and has applied to Wellington North for approval under the Act of the site plan showing the location of the foundation for the building and facilities and grading required by Wellington North under subsection 41(7)(a) of the Act.
- C. Wellington North requires the Owner to enter an agreement as a condition to the approval sought by the Owner under subsection 41(7)(c) and 41(7)(c.1) of the Act.

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

1. The Mayor and the Clerk of the Corporation are hereby authorized and directed to sign a Site Plan Agreement with the Owner in substantially the same form as the draft Site Plan Agreement attached hereto as Schedule “A”.

2. The Clerk is authorized and directed to cause Notice of the Site Plan Agreement to be registered on the title to the lands forthwith after it has been duly signed by the parties.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 21ST DAY OF NOVEMBER, 2011.**

**RAYMOND TOUT,
MAYOR**

**LORRAINE HEINBUCH
CHIEF ADMINISTRATIVE OFFICER/CLERK**

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

BY-LAW NUMBER 85-11

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AMENDING AGREEMENT BETWEEN HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE MINISTER OF AGRICULTURE, FOOD AND RURAL AFFAIRS AND THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH AND THE MOUNT FOREST & DISTRICT CHAMBER OF COMMERCE AND THE ARTHUR & DISTRICT CHAMBER OF COMMERCE (Rural Economic Development Program – Wellington North Community Improvement Plan)

AUTHORITY: Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 4 and 5.

WHEREAS Section 4 of the Municipal Act, S.O. 2001, c. 25, as amended (hereinafter called the “Act”) provides that the inhabitants of every municipality are incorporated as a body corporate and section 5 of the Act provides that the powers of a municipality shall be exercised by its council, and further, section 8 of the Act provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act or any other Act;

AND WHEREAS the purpose of the Rural Economic Development Program is to address barriers to economic growth and ensure that Ontario’s small towns and rural communities remain viable, healthy and vibrant places in which to live, work and invest;

AND WHEREAS the Township of Wellington North has applied for funds under the Rural Economic Development Program to conduct a Wellington North Community Improvement Plan that will promote and guide economic revitalization of the downtown commercial area;

AND WHEREAS it is deemed necessary to enter into an amending agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs with respect to the Rural Economic Development Program.

contained in the site plan shall be adhered to and satisfied by the Owner and the grading shall not be altered at any time without the approval of Wellington North.

2. **Grading Certification.** As part of the obligations under paragraph 1, the Owner shall grade the lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the site plan. With the exception of final grading, the Owner shall not use or cause or permit to be used any new construction on the lands until Alex R. Wilson Surveying Inc. or a professional satisfactory to Wellington North has given Wellington North, at the Owner's expense a signed letter addressed to the Chief Building Official certifying that the grading has been satisfactorily completed in accordance with the site plan.

3. **Maintenance.** The Owner shall maintain and not alter the grading as provided for in the site plan which maintenance shall be for the life of the proposed development covered by the site plan and at the Owner's cost and expense and further the Owner shall give Wellington North and its agents reasonable access and reasonable notice to the lands for purposes of verification of compliance with the terms of this Agreement.

4. **SVCA Permit No. 11-173.** The Owner shall comply with the provisions and conditions established by The Saugeen Valley Conservation Authority pursuant to Permit No. 11-173 issued on the 9th day of November, 2011 under the Conservation Authorities Act and Regulation 169-06 with respect to the construction of the building and the related excavation, filling and grading.

5. **Registration.** The Owner consents to the registration of this Agreement or Notice of this Agreement by Wellington North on the title to the lands.

15. **Enurement Clause.** The covenants, agreements, stipulations, declarations and provisions contained herein shall run with the lands and shall be binding upon the Owner and its successors and assigns and the benefit thereof shall enure to Wellington North and its successors and assigns.

THIS AGREEMENT is executed by Wellington North this _____ day of _____, 2011.

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

Per: _____
Raymond Tout - Mayor

Per: _____
Lorraine Heinbuch – Clerk
We have authority to bind the corporation.

THIS AGREEMENT is executed by the Owner this _____ day of _____, 2011.

Irvin B. Weber

James W. Bauman

Ervin C. Bauman

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

1. That the Corporation of the Township of Wellington North enter into an amending agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs with respect to the Rural Economic Development Program in substantially the same form as the agreement attached hereto as Schedule "A".
2. That the Mayor and the Clerk of the Corporation of the Township of Wellington North are hereby authorized and directed to execute the said amending agreement and all other documentation required under the Rural Economic Development Program on behalf of the Corporation.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 21ST DAY OF November, 2011.**

**RAYMOND TOUT
MAYOR**

**LORRAINE HEINBUCH
CHIEF ADMINISTRATIVE OFFICER/CLERK**

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
BY-LAW NUMBER 85-11
SCHEDULE "A"

RURAL ECONOMIC DEVELOPMENT PROGRAM
Ministry File No.: 5363

AMENDMENT TO AGREEMENT

THIS AGREEMENT made as of the _____ day of _____, 2011

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Ministry of Agriculture, Food and Rural
Affairs

(the "Ministry")

- and -

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST & DISTRICT CHAMBER OF COMMERCE
ARTHUR & DISTRICT CHAMBER OF COMMERCE

(the "Recipients")

WHEREAS an Agreement dated on the 16th day of February 2011 (the "Agreement")
was executed by the Recipients and the Ministry;

NOW THEREFORE the parties agree to amend the terms and conditions of the
Agreement as follows:

1. Article 3.1 "Term" of the Agreement is amended by striking out the words
"April 30, 2012" in the second line and replacing them with
"July 31, 2012".
2. Article 3.2. "Project Spending End Date" of the Agreement is amended by
striking out the words "October 31, 2011" in the second line and replacing them
with "January 31, 2012".

All other terms and conditions of the Agreement remain the same.

IN WITNESS WHEREOF the parties have executed this Amendment to the Agreement made as of date first written above.

**HER MAJESTY THE QUEEN IN RIGHT
OF ONTARIO as represented by the Ministry
of Agriculture, Food and Rural Affairs**

Martin Bohl, Director
Rural Community Development Branch
Ministry of Agriculture, Food and Rural Affairs

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

per:

Name:
Position:

per:

Name:
Position:

I/we have authority to bind the Recipient

**MOUNT FOREST & DISTRICT CHAMBER OF
COMMERCE**

per:

Name:

Position:

I/we have authority to bind the Recipient

**ARTHUR & DISTRICT CHAMBER OF
COMMERCE**

per:

Name:

Position:

I/we have authority to bind the Recipient

Note – This form is to be used by all livestock and poultry owners and valuers.

Section 1 – Identification

Name of Valuer

Last Name Flewelling First Name Gordon

Farm Location (where the damage occurred)

Lot No. 24 Concession No. Con 6 Wellington N.

County/Region/District

Municipality Wellington Cty. Vendor Number (to be completed by OMAFRA)

Section 2 – Owner/Business Information

Owner of Livestock/Poultry – Contact Information

Owner Last Name Murray Owner First Name Peter

Social Insurance No. (SIN) or Business No. (BN) F.B.R # 2441456

Mailing Address

Unit No.	Street No.	Street Name	Rural Route <u>2</u>	PO Box
City/Town <u>Kenilworth</u>			Province <u>Ont.</u>	Postal Code <u>N0G 2E0</u>
Email Address			Telephone No. <u>519-848-2293</u>	Fax No.

Section 3 – Description of Livestock/Poultry Killed or Injured

Description – Include species and breed.

Suffolk cross lambs

Kill or Injury Date (yyyy/mm/dd) 2011/10/28

Description of Injuries Sustained – Attach photographs (3-6) of the injured livestock/poultry to indicate attack site, wounds and other pertinent evidence.

throats slashed, entrails eaten plus some of the meat on the back.

Section 4 – Description of Predator

Description – Species

Description of the supporting evidence.

Section 5 – Valuation

Species	Number of Head(s)	Live Weight (lb or kg)	Market Price (lb or kg)	Additional Value Over Market*	Veterinary Costs for Injured Animals	Total Value of Animal	Less Amount to be Claimed by Insurance	Compensation Applied For **
<i>Suffolk cross lambs</i>	<i>3</i>	<i>100 lb.</i>	<i>1.7000</i>		<i>3x170 = 510</i>			<i>510.00</i>
Total Compensation Applied For (\$)								<i>510.00</i>

* For bred, purebred or high quality animals, animals must have physical identification that corresponds to written records. Copies of records supporting the additional award must be attached to this report.

** Total Compensation applied for must not exceed the program limit (% coverage and per species maximum).

Section 6 – Reasonable Care

Risk Assessment

Current Regional Predation Risk is
 High Medium Low

Regional Risk of Predation is
 Increasing Stable Decreasing

Predation on this farm is
 1st incident 1 claim/year 2 claims/year 3 or greater claims/year

Most Recent Predation Date(s) (yyyy/mm/dd)
2011/08/26, 2011/08/30

Describe actions taken by owner to decrease likelihood of predation since last claim.

hunting the coyotes + housing them at night

Farm Management

Health condition of the livestock herd/poultry flock
 Healthy Diseased Sick

Location where the kill/injury occurred
 Barnyard Pasture-Near Buildings Pasture-Distant

Herd/Flock Size
70 ewes

Other (specify)

Livestock Inspection Frequency – How often, by whom?

Often during the day

Livestock/Poultry confined at night?

Yes No

Dead Livestock Disposal Practices
 Collected Buried Composted
 Other (specify)

Fencing Description – Type/Condition
Electric good.

Type of Guard Animals Used (if any)

Other Predator Prevention Practices Used

Owner will implement the following practices to prevent/reduce future predation

Valuer Finding – I have found that the owner:

Had taken reasonable measures to prevent predation

Had **not** taken reasonable measures to prevent predation

Section 7 – Program Compliance Verification

- Farm Business Registration (FBR) No. 2441456
OR
 Farm Business Registration (FBR) No. Alternate
- An OMAFRA Gross Farm Income Exemption Certificate for New/Retired Farmers that do not currently qualify to obtain an FBR number,
 - A confirmation letter provided from the Indian Agricultural Program of Ontario (IAPO) for premises situated on First Nations Land, or
 - A Religious Exemption approved by the Agriculture Food and Rural Affairs Appeal Tribunal.

Explanation (supporting verification must be supplied)

- Premises ID No. Emergency # 9018 Hwy 6
OR
 Premises ID No. Alternate
- A confirmation letter provided from the Indian Agricultural Program of Ontario (IAPO) for premises situated on First Nations Land

Explanation (supporting verification must be supplied)

Section 8 – Valuer Declaration and Signature

- I have found sufficient evidence, to the best of my knowledge and belief, that the livestock/poultry in question has been killed or injured by a predator within the requirements of the Ontario Wildlife Damage Compensation Program and the owner is eligible for the amount of compensation indicated above.
OR
- There was insufficient evidence to make a finding due to deterioration or lack of carcass remains
- Died of natural causes, sickness or disease
- Scavenged only – did not die from predation
- Damage was caused by a dog owned or habitually kept on premises of owner of livestock and/or poultry
- Other reason claim is declined (specify)

- I hereby certify that the information I have provided in this Application Form is true and accurate to the best of my knowledge. I also understand that submitting false or misleading information in this Application Form could result in the denial of the claim. I further understand that any payment the municipality that I work for receives from OMAFRA under the Ontario Wildlife Damage Compensation Program as a result of the submission of false or misleading information I have submitted may have to be repaid by the municipality I work for to OMAFRA.

Valuer Mailing Address

Unit No.	Street No. <u>271</u>	Street Name <u>Elgin N.</u>	Rural Route	PO Box
City/Town <u>Mt. Forest</u>	Province <u>Ont</u>		Postal Code <u>N0G 2L1</u>	
Email Address		Telephone No. <u>519-323-9953</u>	Fax No.	

Valuer Signature

Valuer Last Name (Print) <u>Flewwelling</u>	Valuer First Name (Print) <u>Gordon</u>
Position <u>Livestock valuer</u>	Signature <u>G. Flewwelling</u>
Valuation Date (yyyy/mm/dd) <u>2011/10/29</u>	

Section 9 – Notice of Collection of Personal Information

Any personal information collected on this form, such as the Social Insurance Number of an individual acting as a sole proprietor or as an unincorporated partner in a partnership, is necessary for income tax purposes because a payment is being made as well as for the overall administration of the Ontario Wildlife Damage Compensation Program. More specifically, the Social Insurance Number will also be used for auditing and the collection of any debts incurred under the Ontario Wildlife Damage Compensation Program. The Social Insurance Number is being collected pursuant to the *Income Tax Act* (Canada), as amended and the Order-in-Council that established the Ontario Wildlife Damage Compensation Program.

Questions as to the collection of this information may be directed to:

Ontario Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: 519 826-4047 or 1 877 424-1300 (toll free)
Email: ag.info.omafra@ontario.ca

Section 10 – Livestock and Poultry Owner Declaration and Signature

I hereby certify that the information I have provided in this Application Form is true and accurate to the best of my knowledge. I also understand that submitting false or misleading information in this Application Form could result in the denial of this claim and any potential future claims that could be made by myself, myself on behalf of another person or any other person affiliated with myself in any type of business relationship in which this claim is being made may have under the Ontario Wildlife Damage Compensation Program and/or a requirement that any compensation received under the Ontario Wildlife Damage Compensation Program as a result of the submission of false or misleading information be repaid.

Owner Signature

Owner Last Name (Print)

Owner First Name (Print)

Murray

Peter

Signature

Peter Murray

Date (yyyy/mm/dd)

2011/10/29

Completed applications and all supporting documents should be submitted to your local Municipal Clerk. If the damage occurred in an unincorporated township (a territory without Municipal organization as defined in Section 2 of the *Northern Services Board Act*), completed applications and all supporting documentation should be submitted to the Ontario Ministry of Agriculture, Food and Rural Affairs.



2011/10/29



2011/10/29

52 km

Ontario Wildlife Damage Compensation

Program Application

Note – This form is to be used by all livestock and poultry owners and valuers.

Section 1 – Identification

Name of Valuer

Last Name

Fleuroelling

First Name

Gordon

Farm Location (where the damage occurred)

Lot No.

1

Concession No.

4

County/Region/District

Twp. of Wellington N.

Municipality

Wellington City

Vendor Number (to be completed by OMAFRA)

Section 2 – Owner/Business Information

Owner of Livestock/Poultry – Contact Information

Owner Last Name

Radstake

Owner First Name

Lorraine

Social Insurance No. (SIN) or Business No. (BN)

Mailing Address

Unit No.

Street No.

Street Name

Rural Route

2

PO Box

City/Town

Arthur

Province

Ont

Postal Code

N0G 1A0

Email Address

Telephone No.

519-848-6773

Fax No.

Section 3 – Description of Livestock/Poultry Killed or Injured

Description – Include species and breed.

Suffolk cross ewes.

Kill or Injury Date (yyyy/mm/dd)

Nov. 2/11

Description of Injuries Sustained – Attach photographs (3-6) of the injured livestock/poultry to indicate attack site, wounds and other pertinent evidence.

Neck & head injuries.

owner's daughter to provide photos.



Section 4 – Description of Predator

Description – Species

Sussex cross

Description of the supporting evidence.

Section 5 – Valuation

Species	Number of Head(s)	Live Weight (lb or kg)	Market Price (lb or kg)	Additional Value Over Market*	Veterinary Costs for Injured Animals	Total Value of Animal	Less Amount to be Claimed by Insurance	Compensation Applied For **
	<i>1</i>	<i>200 lb</i>	<i>90¢/lb</i>			<i>180.00</i>		<i>180.00</i>
Total Compensation Applied For (\$)								<i>180.00</i>

* For bred, purebred or high quality animals, animals must have physical identification that corresponds to written records. Copies of records supporting the additional award must be attached to this report.

** Total Compensation applied for must not exceed the program limit (% coverage and per species maximum).

Section 6 – Reasonable Care

Risk Assessment

Current Regional Predation Risk is

High Medium Low

Regional Risk of Predation is

Increasing Stable Decreasing

Predation on this farm is

1st incident 1 claim/year 2 claims/year 3 or greater claims/year

Most Recent Predation Date(s) (yyyy/mm/dd)

Describe actions taken by owner to decrease likelihood of predation since last claim.

Keeping sheep indoors

Farm Management

Health condition of the livestock herd/poultry flock

Healthy Diseased Sick

Location where the kill/injury occurred

Barnyard Pasture-Near Buildings Pasture-Distant

Herd/Flock Size

Other (specify)

Livestock Inspection Frequency – How often, by whom?

Daily - morning & evening

Livestock/Poultry confined at night?

Yes No

Dead Livestock Disposal Practices

Collected Buried Composted
 Other (specify)

Fencing Description – Type/Condition

good

Type of Guard Animals Used (if any)

dog

Other Predator Prevention Practices Used

Owner will implement the following practices to prevent/reduce future predation

Valuer Finding – I have found that the owner:

Had taken reasonable measures to prevent predation

Had not taken reasonable measures to prevent predation

Section 7 – Program Compliance Verification

- Farm Business Registration (FBR) No. _____
OR
- Farm Business Registration (FBR) No. Alternate
 - An OMAFRA Gross Farm Income Exemption Certificate for New/Retired Farmers that do not currently qualify to obtain an FBR number,
 - A confirmation letter provided from the Indian Agricultural Program of Ontario (IAPO) for premises situated on First Nations Land, or
 - A Religious Exemption approved by the Agriculture Food and Rural Affairs Appeal Tribunal.

Explanation (supporting verification must be supplied)

- Premises ID No. Emergency # 8029
OR
- Premises ID No. Alternate
 - A confirmation letter provided from the Indian Agricultural Program of Ontario (IAPO) for premises situated on First Nations Land

Explanation (supporting verification must be supplied)

Section 8 – Valuer Declaration and Signature

- I have found sufficient evidence, to the best of my knowledge and belief, that the livestock/poultry in question has been killed or injured by a predator within the requirements of the Ontario Wildlife Damage Compensation Program and the owner is eligible for the amount of compensation indicated above.
OR
- There was insufficient evidence to make a finding due to deterioration or lack of carcass remains
- Died of natural causes, sickness or disease
- Scavenged only – did not die from predation
- Damage was caused by a dog owned or habitually kept on premises of owner of livestock and/or poultry
- Other reason claim is declined (specify)

I hereby certify that the information I have provided in this Application Form is true and accurate to the best of my knowledge. I also understand that submitting false or misleading information in this Application Form could result in the denial of the claim. I further understand that any payment the municipality that I work for receives from OMAFRA under the Ontario Wildlife Damage Compensation Program as a result of the submission of false or misleading information I have submitted may have to be repaid by the municipality I work for to OMAFRA.

Valuer Mailing Address

Unit No.	Street No.	Street Name	Rural Route	PO Box
	271	Elgin		
City/Town	Mt. Forest		Province	Postal Code
			Ont	N0G 2L1
Email Address			Telephone No.	Fax No.
			519-323-9953	

Valuer Signature

Valuer Last Name (Print)	Valuer First Name (Print)
Flewellingo	Gordon
Position	Signature
Livestock valuer	G. Flewellingo
	Valuation Date (yyyy/mm/dd)
	Nov. 4 / 11

Section 9 – Notice of Collection of Personal Information

Any personal information collected on this form, such as the Social Insurance Number of an individual acting as a sole proprietor or as an unincorporated partner in a partnership, is necessary for income tax purposes because a payment is being made as well as for the overall administration of the Ontario Wildlife Damage Compensation Program. More specifically, the Social Insurance Number will also be used for auditing and the collection of any debts incurred under the Ontario Wildlife Damage Compensation Program. The Social Insurance Number is being collected pursuant to the *Income Tax Act* (Canada), as amended and the Order-in-Council that established the Ontario Wildlife Damage Compensation Program.

Questions as to the collection of this information may be directed to:

Ontario Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: 519 826-4047 or 1 877 424-1300 (toll free)
Email: ag.info.omafra@ontario.ca

Section 10 – Livestock and Poultry Owner Declaration and Signature

I hereby certify that the information I have provided in this Application Form is true and accurate to the best of my knowledge. I also understand that submitting false or misleading information in this Application Form could result in the denial of this claim and any potential future claims that could be made by myself, myself on behalf of another person or any other person affiliated with myself in any type of business relationship in which this claim is being made may have under the Ontario Wildlife Damage Compensation Program and/or a requirement that any compensation received under the Ontario Wildlife Damage Compensation Program as a result of the submission of false or misleading information be repaid.

Owner Signature

Owner Last Name (Print)

RADSTAKE

Owner First Name (Print)

LORRAINE

Signature

Lorraine Radstake

Date (yyyy/mm/dd)

Nov-4/11

Completed applications and all supporting documents should be submitted to your local Municipal Clerk. If the damage occurred in an unincorporated township (a territory without Municipal organization as defined in Section 2 of the *Northern Services Board Act*), completed applications and all supporting documentation should be submitted to the Ontario Ministry of Agriculture, Food and Rural Affairs.

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

BY-LAW NUMBER 86-11

**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
NOVEMBER 21, 2011.**

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 November 21, 2011 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 21ST DAY OF NOVEMBER, 2011.**

**RAYMOND TOUT
MAYOR**

**LORRAINE HEINBUCH
CHIEF ADMINISTRATIVE OFFICER/CLERK**

MEETINGS, NOTICES, ANNOUNCEMENTS

Tuesday, November 22, 2011	Water/Sewer Committee	8:30 a.m.
Tuesday, November 22, 2011	Works Committee	Following Water/Sewer Committee
Monday, November 28, 2011	Finance Committee	7:00 p.m.
Monday, December 5, 2011	Regular Council	7:00 p.m.
Monday, December 12, 2011	Committee of Adjustment	7:00 p.m.
Monday, December 12, 2011	Regular Council	Following Committee of Adjustment
Tuesday, December 20, 2011	Fire Committee	7:00 p.m.
Wednesday, December 21, 2011	Economic Development Committee	4:30 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